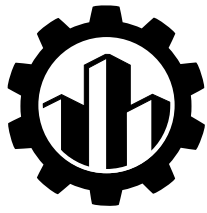


Louisiana  
**CAREERPATHS**  
*2003/2004*



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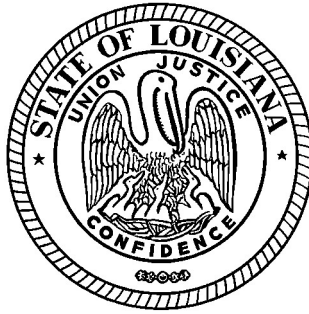
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# **LOUISIANA CAREER PATHS**



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**LOUISIANA WORKS**  
DEPARTMENT OF LABOR

**Kathleen Babineaux Blanco**  
Governor

**John Warner Smith**  
Secretary

**OFFICE OF THE SECRETARY**

Dear Reader:

This year, we are pleased and proud to introduce the very first edition of *Louisiana Career Paths*. This book is designed to help you as you're contemplating various career options in Louisiana. It offers general information on the state's employment outlook ("The Road" section); specific information on over 200 occupations right here in Louisiana ("The Map" section); and resources to help you achieve your goals ("The Destination" section).

*Career Paths* is just one part of our new set of products called "Career Gear." Besides *Career Paths*, Career Gear includes *Louisiana Career Compass*—a handbook with tips on how to do a job search, interview effectively, and land that great job you've been eyeing. Career Gear also includes brochures highlighting the hot jobs in each of the eight regions in Louisiana, and a companion study guide for teachers and counselors who wish to use Career Gear in the classroom. We hope that these new products will be helpful to students, job seekers, and anyone thinking of changing careers.

For your convenience, *Career Path* is also available to download from our Web site at [http://www.laworks.net/forms/lmi/CTCareerPaths\\_2003\\_2004edition.pdf](http://www.laworks.net/forms/lmi/CTCareerPaths_2003_2004edition.pdf). As always, we strive to make our publications as useful to you as possible. We welcome your comments and suggestions on *Louisiana Career Paths*, and invite you to complete the feedback survey included after the Table of Contents.

Sincerely,

John Warner Smith  
Secretary of Labor

# Introduction

Welcome to the first edition of *Louisiana Career Paths*! Whether you're deciding on a career, searching for information on specific jobs in Louisiana, or attending school, we hope you'll find this book useful. Figuring out which career path to take can be overwhelming—going to college, enrolling in some other type of training, or taking a great job are all possibilities. Why not explore all your options before starting down a path? This book will help you make **informed** choices. In this edition of *Louisiana Career Paths* you'll find:

**The Road**—information on Louisiana's employment outlook, as well as other general career information. This section will help you get started thinking about different paths you can take.

**The Map**—wage, education and job outlook information on over 200 occupations right here in Louisiana. This section allows you to compare specific paths to see which ones appeal to you.

**The Destination**—Resources to help you get where you want to go. This section has information on colleges and universities, other training options, and additional ideas to explore if college isn't in your immediate future.

We hope this book helps you to explore all your avenues of opportunity, and we also hope it gets you thinking broadly about your career goals and priorities. We've included quotes throughout to help get you thinking about a variety of career-related issues.

If you have questions or comments about the book, we want to hear from you. Please contact the Louisiana Department of Labor, Research & Statistics Division at (225) 342-3141 or toll-free at (888) 302-7662. You can also find a variety of career search tools at **www.LAWORKS.net**—the Department of Labor's Web site. Good luck taking the first step!

“Try not to have a good time...  
this is supposed to be educational.”  
-Charles M. Schultz

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# Tell us what **YOU** think!

This book is for you, so we want to hear what you think. Below are some general questions about the publication. Your responses will help us make the next edition of *Louisiana Career Paths* more useful to you and other users. Directions for returning the survey are at the bottom of the page. Thank you—your suggestions count!

**What types of articles, sections, or resources would you add to this publication?**

**What information would you remove from this publication? Why?**

**What changes would make this publication more useful to you?**

**Do you feel that this publication is well organized and user-friendly?**

**Are you a (please circle):**

**Student**

**Counselor**

**Teacher**

**Administrator**

**Other**

Please copy this page and fax it to (225) 342-9192, or mail it to:

Louisiana Department of Labor  
Research & Statistics Division  
PO Box 94094  
Baton Rouge, LA 70804  
Attention: Louisiana Career Paths



THE ROAD





# Which **direction** should I take?

**High school** may very well be one of the busiest times in your life. Whether it's sports or music practice, student government or homework, life can pull you in a lot of different directions. Who has time to think about what's next *after* high school? It's a big job to narrow down what to do for the rest of your life. As you get started, remember: what you decide now will probably be just a starting point. It's estimated that most people switch jobs six to eight times over their lifetimes! You don't have to be sure about exactly what you want to do in the long term. In fact, limiting yourself to one career now may prevent you from taking a promising road later.

But it is important to understand that the road other people take may not lead you in the right direction. Do what's right for **you**! If after reading this book and contemplating your options, you decide to get a job or attend a four-year university—the choice is yours! Set a goal and then start figuring out what you need to do to get there. If you think you might want to be a marine biologist, you know you're going to need to go to college. If you want to work in health care, there may be several ways to get training. Take the first step by starting early and believing in yourself.

To get you started, check out this list of things that you can do now to start thinking about your career decisions.

## **Get some advice.**

Make a list of four people you know (friends, teachers, counselors, or relatives) who can help you make a career decision. Then talk to them! You might be surprised at the insight you gain just from discussing your options with other people.

## **Do some homework.**

Okay, so it's not actually an assignment, but here are some suggestions to get you started:

Use this book to compare different careers.

Visit a career counselor or head to your local Job Center (see the last page of this book for a list of locations).

Check out the Occupational Outlook Handbook, a national book with detailed information on hundreds of occupations.

Use the Internet! Start with the Louisiana Department of Labor ([www.LAWORKS.net](http://www.LAWORKS.net)). Then check out the Web sites listed on page 79 of this book.

## **Narrow it down...**

Next, start narrowing down possible career options. Make a list of five different occupations you're thinking about.

## **Get the facts.**

The numbers are out there, so why not use them? Look in *The Map* section of this book for specific wage, education and job growth information on the five occupations you just wrote down. Then, talk to employers in your field of interest. What expectations do they have of their employees? What qualities do they look for?

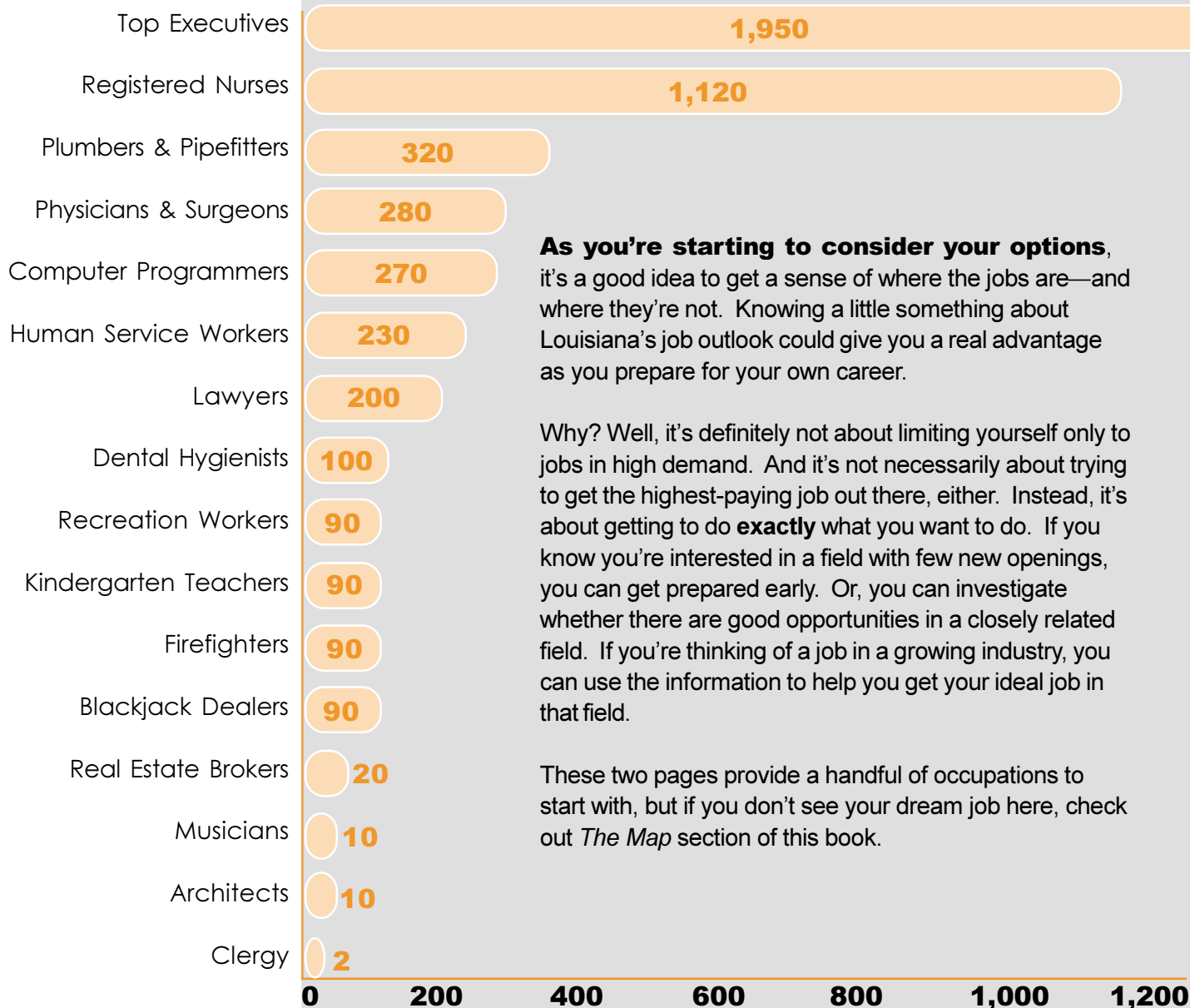
## **Pros and cons...**

Make a list of all the advantages and disadvantages of each occupation on your list.

## **Learn by doing!**

To get a handle on the skills you'll need in your chosen field(s), get out there and start working. Apply for an internship, volunteer, or find a paying part-time job where you can really learn what it's like to work in the field.

# decisions **DECISIONS:** get to know the lay of the land



**As you're starting to consider your options,** it's a good idea to get a sense of where the jobs are—and where they're not. Knowing a little something about Louisiana's job outlook could give you a real advantage as you prepare for your own career.

Why? Well, it's definitely not about limiting yourself only to jobs in high demand. And it's not necessarily about trying to get the highest-paying job out there, either. Instead, it's about getting to do **exactly** what you want to do. If you know you're interested in a field with few new openings, you can get prepared early. Or, you can investigate whether there are good opportunities in a closely related field. If you're thinking of a job in a growing industry, you can use the information to help you get your ideal job in that field.

These two pages provide a handful of occupations to start with, but if you don't see your dream job here, check out *The Map* section of this book.

**Number of total annual  
openings in selected  
occupations in Louisiana**

# The twenty **fastest-growing** occupations in Louisiana

Job Title	Job Description	Median Wage
<b>Computer Systems Analysts</b>	Analyze complex problems and design computer applications to solve them.	<b>\$23.77</b>
<b>Computer Engineers</b>	Design computer systems for firms to meet their needs.	<b>\$26.83</b>
<b>Computer Support Specialists</b>	Provide technical help to computer users.	<b>\$17.44</b>
<b>Financial Analysts</b>	Analyze economic information that may affect people's financial investments.	<b>\$19.59</b>
<b>Home Health Aides</b>	Care for patients in their homes by helping them bathe, dress, or groom themselves.	<b>\$7.82</b>
<b>Excavating Machine Operators</b>	Operate large machines that dig and load loose material.	<b>\$11.90</b>
<b>Telemarketers and Vendors</b>	Sell goods or services over the phone or on the street.	<b>\$9.21</b>
<b>Personal &amp; Home Care Aides</b>	Help people with day-to-day tasks in their homes.	<b>\$6.17</b>
<b>Securities Sales Representatives</b>	Buy or sell securities and offer services to firms or individuals.	<b>\$26.47</b>
<b>Residential Advisors</b>	Develop activities, maintain records, assign rooms and help solve social problems for people living in group homes.	<b>\$7.89</b>
<b>Medical Assistants</b>	Perform various medical duties under a doctor's supervision.	<b>\$9.52</b>
<b>Database Administrators</b>	Coordinate, design and maintain computer databases.	<b>\$21.07</b>
<b>Paralegals</b>	Help lawyers by researching law, investigating legal facts and preparing documents.	<b>\$12.20</b>
<b>Sheet Metal Workers</b>	Make, install, assemble and repair sheet metal products.	<b>\$12.34</b>
<b>Machine Tool Operators</b>	Operate machine tools or robots to work with metal or plastic.	<b>\$11.03</b>
<b>Painters, Coaters and Decorators</b>	Paint or decorate items using hand tools or small power tools.	<b>\$10.26</b>
<b>Personal and Home Care Aides</b>	Assist elderly or disabled adults with daily living activities, either in homes or non-residential facilities.	<b>\$6.17</b>
<b>Brokerage Clerks</b>	Write orders for stock purchases and sales, compute taxes and keep records of daily transactions.	<b>\$12.31</b>
<b>Pile Driver Operators</b>	Use heavy machinery to drive pilings for foundations of buildings or bridges.	<b>\$19.20</b>
<b>Dietetic Technicians</b>	Advise on food or nutrition under the direction of a dietitian.	<b>\$6.69</b>

These jobs are expected to add more than 100 new openings over the next few years and they are all growing faster than average.

# cool destinations

## Like to be on the cutting edge?

Every fall, *U.S. News and World Report* comes up with a list of growing occupations in 20 different fields. Because of changes in technology, and changes in what people want and need, these cool jobs have grown a lot in the last few years. Check out the list to the right. For more information about any of the jobs in each field, visit [www.usnews.com](http://www.usnews.com) and do an archive subject search on “hot job tracks.”

**Forensic Accountants** investigate accounting fraud and corporate bookkeeping crimes.

**Speech Pathologists** work with patients with speech and language disorders.

**Traffic Engineers** are professionals who solve city traffic problems.

**Health Technologists** deal with the more technical aspects of health care, like diagnosing and testing.

**Truck Drivers** today need to be able to work with computers and global positioning systems, not just drive a rig.

**Technical Security Workers** prevent hackers from breaking into company computer systems.

**School Psychologists** are in greater demand because of school violence and increasing levels of adolescent depression.

**Automobile Technicians** need to know more than how to use a wrench. With the changes in how cars are made, mechanics now need experience with electronics and computers.

FIELD	OCCUPATION
AGRICULTURE	Plant Geneticist
ARCHITECTURE	Virtual-Reality Architect
COMMUNICATIONS	Hispanic Marketing Specialist
CONSTRUCTION	Steel House Framers
CUISINE	Supermarket Chef
EDUCATION	Educational Consultant
ENGINEERING	Robotics Engineer
FASHION	High-Tech Clothing Designer
FINANCE	Quantitative Analyst
HUMAN RESOURCES	Talent Wizard
INFORMATION TECH	Chief Experience Officer
PERSONAL SERVICES	Executive Coach
MANUFACTURING	EAI Evangelist
MEDICINE	Web Doctor
LAW	Law Practice Technologist
TECHNOLOGY	Nanotechnologist
PRIVACY	Chief Privacy Officer
RECREATION	Youth Soccer Coach
POLITICS	Internet Political Strategist
TRAVEL	Adventure Travel Guru

## Prefer to play it safe?

Well, when it comes to the labor market, there aren't too many guarantees. But *U.S. News and World Report* has a national list of “Careers to Count on”—occupations that are going to be pretty sure bets in the next few years. Check out the list to the left.

# entering the information **SUPERHIGHWAY**

**When it comes to careers,** the Internet has changed everything. The more popular the Internet becomes, the more we'll need webmasters and other information technology (IT) workers to operate and maintain it. But did you know that the Internet has had a major effect on jobs in fields *besides* the IT industry? The Internet has affected nearly all jobs in one way or another. Below are just a few examples.

Job Title	How has the Internet changed the job duties?	How has the Internet changed demand?
Travel Agent	Internet-savvy travelers can research trips and buy tickets on-line. If you're going to stay marketable in this field, you've got to be prepared to do things for customers that they can't do for themselves.	Decreased
Librarian	It's not just about the Dewey Decimal System anymore! Librarians need to be able to help users surf the Web to find information.	Decreased slightly
Paralegal	Paralegals do a lot of leg work for lawyers. With court cases and legal documents available on-line, they use the Internet regularly.	Neither increased nor decreased
Teller	Lots of people bank on-line now, so the need for tellers is dropping. Customer service representatives, who have more general duties, are starting to take the place of tellers.	Decreased
Customer Service Representative	Most companies offer on-line sales or services, so customer service reps who are skilled at helping people access these services are really in increasing demand.	Increased
Real Estate Agent	Home buyers can now surf the Web for property information, so real estate agents don't always get quite as involved in some of the beginning phases of home buying.	Neither increased nor decreased
Graphic Designer	Graphic designers are much more marketable if they know something about print and Web design. Since most companies need Web pages, they also need Web designers.	Increased

## How has the Internet changed *your* dream job?



# <http://lavos.laworks.net>

## Louisiana's Virtual OneStop

Create  
resumés and  
cover letters

Find a job  
anywhere  
in the state

Research  
colleges and  
training programs

Figure out  
how to finance  
your education

**LAVOS is a user-friendly system housed on the LAWWORKS Web site that contains lots of information on education and employment in Louisiana. On the LAVOS home page, you can choose from eight different OneStop services to plan and achieve your career goals:**

**Career Services** to research occupations or choose a new career through skills matching or the occupational analyzer.

**Job Seeker Services** to view job openings, build cover letters and resumés and find employer information.

**Education Services** to find information on training and educational programs.

**Financial Services** to see if your training plans fit your budget. Financial aid information for training is also available.

**Community Services** to find out if you meet eligibility requirements to receive services from community benefits programs.

**Labor Market Services** to view employment projections, wage information, industry profiles and unemployment rates.

**Unemployment Services** gives you all the resources you'll need if you find yourself unemployed.

### **LAVOS has information for the younger generation, too...**

**Job Corps** • the nation's largest academic, vocational and life skills training program for at-risk youth.

**Registered Apprenticeship Program** • get paid while you learn the skills you need to succeed in your field of interest.

**Job Shadowing** • learn how to follow a professional as he or she goes through the day to make sure your career choice is right for you.

**Youth Opportunity Movement** • gain information to help you figure out what career path to take.


**Youth Build** • help provide low-cost housing for disadvantaged people in your area, and gain skills and training to build the foundation for your future.

**AmeriCorps** • get an education, experience and skills, and also receive money for education expenses.

**National Guard Challenge Program** • high school dropouts can get a second chance by gaining military training to help improve their lives.

# THEMAP





*“The **best way** to  
make your dreams come  
true is to **wake up.**”*

-Paul Valery

# Agriculture & Natural Resources

## Take the first step...

Careers in agriculture and natural resources are not what you might think. This group includes landscape architects, tree trimmers and agricultural inspectors, among other jobs. If jobs in this field are of interest to you, make the most of the resources you have in your *own* school. Start thinking about taking courses in subjects that draw your attention.



### **Thinking of a career in this field? Consider taking the following courses:**

- Advanced/Technical Algebra
- Agricultural Science
- Biology
- Chemistry
- Earth Science
- Environmental Science
- Food Science
- Geometry
- Horticulture
- Landscaping
- Livestock Production
- Natural Resources
- Research Methods
- Technical Reading
- Technical Writing

Take a look at this section for job descriptions, wage data, growth information and educational requirements for agriculture and natural resources careers.

**Pave your own path!**



# Agriculture & Natural Resources Careers

## Occupation

## Wages

## Education

## Ten-year Job Growth

### Agricultural & Food Science Technicians

Work with agricultural scientists in food, fiber and animal research. May also help with animal breeding and nutrition work.

Number employed: 60

**Low-end:** \$5.73

**Median:** \$11.14

**High-end:** \$16.19

#### Varies

Most get 2 years of specialized training or an associate degree in a scientific field. Some may have bachelor's degrees.

**Below  
average**

### Agricultural Inspectors

Inspect agricultural property, processing equipment and facilities to make sure regulations are followed.

Number employed: 430

**Low-end:** \$9.27

**Median:** \$14.92

**High-end:** \$23.78

#### Varies

Requirements include a combination of education and experience. May require some college training.

**Average**

### Farm & Nursery Workers

Plant, cultivate and harvest vegetables, fruits, nuts and other field crops. May construct trellises or repair fences and farm buildings.

Number employed: 550

**Low-end:** \$5.58

**Median:** \$6.76

**High-end:** \$10.40

#### On-the-Job Training

Most workers get training on the job, which usually lasts somewhere between a few weeks and a month.

**Below  
average**

### Forest & Conservation Technicians

Compile information on the size and condition of forest areas. Travel through sections of forest to gather basic agricultural information.

Number employed: 220

**Low-end:** \$9.61

**Median:** \$15.40

**High-end:** \$30.11

#### Varies

Some workers receive on-the-job training while others attend 2-year formal training programs. A bachelor's degree in science is a plus.

**Average**

### Forest & Conservation Workers

Perform manual labor necessary to develop, maintain, or protect forest and woodlands. May plant seedlings or remove dead trees.

Number employed: 550

**Low-end:** \$7.53

**Median:** \$11.10

**High-end:** \$13.93

#### On-the-Job Training

Most workers get training on the job, which includes training on special equipment.

**Average**

### Landscape Architects

Plan and design land areas for parks, highways, schools and other land subdivisions.

Number employed: 70

**Low-end:** \$12.25

**Median:** \$17.55

**High-end:** \$27.83

#### 4-5 Years/Bachelor's Degree

A bachelor's degree or master's degree in landscape architecture is usually necessary.

**Above  
average**

### Landscaping & Groundskeeping Workers

Landscape or maintain property grounds, using hand or power tools or equipment. May include sod laying, mowing, planting, watering and digging.

Number employed: 6,430

**Low-end:** \$5.77

**Median:** \$7.86

**High-end:** \$10.88

#### Varies

Usually no minimum education requirements. On-the-job training is a plus. Most states require certification for workers who apply pesticides.

**Above  
average**

### Tree Trimmers & Pruners

Prune or treat trees or shrubs. Improve the appearance, health and value of trees.

Number employed: Unavailable

**Low-end:** \$5.75

**Median:** \$8.13

**High-end:** \$13.39

#### Varies

There are usually no minimum education requirements.

**Average**

# Production, Construction & Transportation

## Take the first step...

Production, construction and transportation careers include lots of occupations that are high paying. Careers in this group range from electricians and butchers to printing machine operators and bus drivers. If jobs in this field are of interest to you, make the most of the resources you have in your *own* school. Start thinking about taking courses in subjects that draw your attention.



### Thinking of a career in this field? Consider taking the following courses:

- Advanced Algebra
- Auto Mechanics
- Calculus
- Chemistry
- Computers
- Drafting
- Electronics
- Geometry
- Industrial Arts
- Physics
- Woodworking

Take a look at this section for job descriptions, wage data, growth information and educational requirements for construction and transportation careers.

**Pave your own path!**



# Production, Construction & Transportation Careers

## Construction

Occupation	Wages	Education	Ten-year Job Growth
<b>Carpenters</b> Build, install, or repair wooden structures and fixtures in homes or buildings. Number employed: 12,390	<b>Low-end:</b> \$8.17 <b>Median:</b> \$13.15 <b>High-end:</b> \$16.95	<b>Varies</b> Most workers get training on the job, while others get special training through vocational education or apprenticeship programs.	<b>Average</b>
<b>Construction Laborers</b> Perform general labor at building, highway and heavy construction sites. Work under the supervision of a construction manager. Number employed: 13,830	<b>Low-end:</b> \$6.56 <b>Median:</b> \$9.29 <b>High-end:</b> \$13.72	<b>On-the-Job Training</b> Most workers are hired without any experience or specific training.	<b>Above average</b>
<b>Construction Managers</b> Plan, direct, or coordinate construction or maintenance work. Manage work sites, along with budgets and/or personnel. Number employed: 3,210	<b>Low-end:</b> \$12.45 <b>Median:</b> \$22.43 <b>High-end:</b> \$38.35	<b>Varies</b> Most employers look for people with experience in construction management. A bachelor's degree is helpful.	<b>Above average</b>
<b>Electricians</b> Install, maintain, or repair electrical wiring, equipment, or fixtures. Ensure that work is done according to relevant codes. Number employed: 13,500	<b>Low-end:</b> \$9.25 <b>Median:</b> \$14.83 <b>High-end:</b> \$20.77	<b>Varies</b> While most workers get training through 4-5 year apprenticeship programs, some workers still learn their skills on the job.	<b>Above average</b>
<b>Painters</b> Paint walls, equipment, buildings, bridges, or other surfaces. May use paint brushes, rollers, spray guns, or other painting equipment. Number employed: 6,570	<b>Low-end:</b> \$8.82 <b>Median:</b> \$12.54 <b>High-end:</b> \$19.15	<b>Varies</b> Most workers get training through apprenticeship programs or receive on-the-job training.	<b>Average</b>
<b>Plumbers, Pipefitters &amp; Steamfitters</b> Assemble, install, alter and repair pipelines that carry water, air, other liquids, or gasses. Number employed: 10,360	<b>Low-end:</b> \$10.23 <b>Median:</b> \$15.68 <b>High-end:</b> \$20.98	<b>Varies</b> Most workers receive training through apprenticeships, which involve 4-5 years of on-the-job training.	<b>Average</b>
<b>Roofers</b> Cover roofs with shingles, asphalt, aluminum, wood, or similar materials. Number employed: 790	<b>Low-end:</b> \$7.39 <b>Median:</b> \$10.22 <b>High-end:</b> \$15.61	<b>Varies</b> Most workers get training on the job. Some workers attend 3-year apprenticeship programs.	<b>Above average</b>
<b>Sheet Metal Workers</b> Make, install, assemble, or repair sheet metal products. May also install prefabricated sheet metal ducts used for heating or air conditioning. Number employed: 2,890	<b>Low-end:</b> \$8.62 <b>Median:</b> \$12.34 <b>High-end:</b> \$18.49	<b>On-the-Job Training</b> Most workers are hired without any experience or specific training.	<b>Above average</b>





# Production, Construction & Transportation Careers

## Production/Manufacturing

Occupation	Wages	Education	Ten-year Job Growth
<b>Butchers &amp; Meat Cutters</b> Cut, trim, or prepare consumer-sized portions of meat for use or sale in retail stores. Number employed: 2,290	<b>Low-end:</b> \$6.12 <b>Median:</b> \$10.26 <b>High-end:</b> \$15.72	<b>On-the-Job Training</b> Most workers acquire skills on the job, either through formal or informal training programs.	<b>Below average</b>
<b>Cabinetmakers &amp; Bench Carpenters</b> Cut, shape and assemble wooden articles. Set up and operate a variety of woodworking machines. Number employed: 1,020	<b>Low-end:</b> \$7.09 <b>Median:</b> \$10.17 <b>High-end:</b> \$16.31	<b>Varies</b> Most workers receive training on the job, while some acquire skills through vocational education. College training in wood engineering is a plus.	<b>Average</b>
<b>Chemical Plant Operators</b> Control or operate an entire chemical process or set of processing machines. Number employed: 4,750	<b>Low-end:</b> \$17.84 <b>Median:</b> \$23.85 <b>High-end:</b> \$27.05	<b>On-the-Job Training</b> Most workers receive more than 12 months of on-the-job training for this field.	<b>Above average</b>
<b>Dental Laboratory Technicians</b> Construct and repair dentures, retainers, or other dental appliances. Number employed: 470	<b>Low-end:</b> \$7.31 <b>Median:</b> \$12.23 <b>High-end:</b> \$30.89	<b>On-the-Job Training</b> Most workers are trained on the job. Training is also available through junior colleges or vocational-technical colleges.	<b>Below average</b>
<b>Engine &amp; Other Machine Assemblers</b> Construct, assemble, or rebuild machines used in industries like construction, extraction, textiles, or paper manufacturing. Number employed: 410	<b>Low-end:</b> \$9.19 <b>Median:</b> \$16.51 <b>High-end:</b> \$36.84	<b>On-the-Job Training</b> Most workers in this occupation receive up to one month of training on the job.	<b>Above average</b>
<b>Industrial Production Managers</b> Coordinate the work activities and resources needed to manufacture products. Must be aware of cost, quantity and quality specifications. Number employed: 2,000	<b>Low-end:</b> \$15.67 <b>Median:</b> \$26.59 <b>High-end:</b> \$46.86	<b>Varies</b> Some are former production line managers that have been promoted. Other workers have a college degree and/or a master's degree.	<b>Below average</b>
<b>Inspectors, Testers, Sorters &amp; Weighers</b> Inspect, test, sort, or weigh raw materials or parts. Examine products or materials for defects. Number employed: 4,950	<b>Low-end:</b> \$7.50 <b>Median:</b> \$14.32 <b>High-end:</b> \$24.25	<b>Varies</b> Most workers receive a few weeks of on-the-job training. Some attend formal training programs after high school.	<b>Below average</b>
<b>Laundry &amp; Dry-Cleaning Workers</b> Operate or tend washing or dry-cleaning machines. Wash or dry-clean industrial or household articles. Number employed: 4,430	<b>Low-end:</b> \$5.48 <b>Median:</b> \$6.45 <b>High-end:</b> \$8.33	<b>On-the-Job Training</b> Most workers acquire skills on the job for up to 12 months.	<b>Average</b>



# Production, Construction & Transportation Careers

## Production/Manufacturing (cont.)

Occupation	Wages	Education	Ten-year Job Growth
<b>Machinists</b> Set up and operate machine tools to produce precision parts and instruments. Number employed: 6,580	<b>Low-end:</b> \$9.28 <b>Median:</b> \$14.78 <b>High-end:</b> \$21.20	<b>Varies</b> Most workers obtain vocational school education. Basic knowledge of computers and electronics is helpful.	<b>Average</b>
<b>Petroleum Pump Systems Operators</b> Control the operation of petroleum refining or processing units, such as factories or plants. Number employed: 3,430	<b>Low-end:</b> \$12.11 <b>Median:</b> \$20.23 <b>High-end:</b> \$26.43	<b>On-the-Job Training</b> Most workers receive long-term on-the-job training.	<b>Below average</b>
<b>Printing Machine Operators</b> Prepare, operate and maintain printing machines. Jobs differ greatly because there are many different kinds/sizes of printing presses. Number employed: 1,060	<b>Low-end:</b> \$7.02 <b>Median:</b> \$10.95 <b>High-end:</b> \$16.41	<b>On-the-Job Training</b> Most workers are hired without any experience or specific training. Secondary or post-secondary vocational training is a plus.	<b>Below average</b>
<b>Production Worker Helpers</b> Help production workers by supplying or holding materials or tools, or doing other tasks as needed. May also clean work area or equipment. Number employed: 5,350	<b>Low-end:</b> \$5.99 <b>Median:</b> \$8.57 <b>High-end:</b> \$13.80	<b>On-the-Job Training</b> Most workers are hired without any experience or specific training.	<b>Average</b>
<b>Structural Metal Fabricators</b> Fabricate, lay out, position, align and fit parts of structural metal products. Number employed: 4,670	<b>Low-end:</b> \$9.67 <b>Median:</b> \$14.24 <b>High-end:</b> \$19.54	<b>On-the-Job Training</b> Fabricators are normally entry-level employees. Most workers are trained on the job.	<b>Average</b>
<b>Tailors, Dressmakers &amp; Custom Sewers</b> Design, make, alter, repair, or fit garments. Number employed: 930	<b>Low-end:</b> \$6.80 <b>Median:</b> \$7.84 <b>High-end:</b> \$9.60	<b>On-the-Job Training</b> Most workers are hired without any experience or specific training. Secondary or post-secondary vocational training is a plus.	<b>Below average</b>
<b>Team Assemblers</b> Work as part of a team that is responsible for assembling an entire product or a part of a product. Number employed: 4,940	<b>Low-end:</b> \$6.88 <b>Median:</b> \$10.67 <b>High-end:</b> \$19.55	<b>Varies</b> Most workers learn skills on the job, but some post-secondary training may be required.	<b>Average</b>
<b>Welders, Cutters, Solderers &amp; Braziers</b> Weld together metal parts of pipelines, cars, boilers, ships, sheet metal pieces, or other products. Number employed: 12,300	<b>Low-end:</b> \$9.87 <b>Median:</b> \$14.28 <b>High-end:</b> \$17.94	<b>Varies</b> Most workers get a few weeks of on-the-job training, or some formal training through post-secondary vocational training programs.	<b>Average</b>



# Production, Construction & Transportation Careers

## Transportation, Distribution & Logistics

### Occupation

### Wages

### Education

### Ten-year Job Growth

#### Air Traffic Controllers

Direct and control the movement of commercial airplanes and other air traffic. Must work according to established federal policies and procedures.  
Number employed: 220

**Low-end:** \$19.96

**Median:** \$30.00

**High-end:** \$38.77

#### Varies

Must pass a written test and be selected through the civil service system. A college degree and up to 3 years of work experience is a plus.

**Average**

#### Captains, Mates & Pilots of Water Vessels

Command or supervise the operations of ships and water vessels, like tugboats or ferries.  
Number employed: 5,450

**Low-end:** \$11.57

**Median:** \$21.33

**High-end:** \$33.80

#### Varies

Sea experience is a plus. Persons without formal training can be licensed if they pass a written exam.

**Below average**

#### Commercial Pilots

Pilot and navigate airplanes. Includes small, fixed, or rotary winged aircraft, primarily for the transport of cargo and passengers.  
Number employed: 580

**Low-end:** \$30,070

**Median:** \$56,230

**High-end:** \$98,570

#### Varies

All workers must have a commercial pilot's license issued by the FAA and 250 hours of flight experience.

**Below average**

#### School Bus Drivers

Transport students while following safety rules. May also assist passengers in boarding and exiting.  
Number employed: 9,310

**Low-end:** \$5.51

**Median:** \$6.48

**High-end:** \$8.84

#### On-the-Job Training

Workers must obtain a commercial driver's license. They also receive driving instruction, plus classroom training on state and local laws.

**Average**

#### Service Station Attendants

Service automobiles, buses, trucks, boats and other automotive or marine vehicles. May service vehicles with fuel, lubricants and accessories.  
Number employed: 1,210

**Low-end:** \$5.56

**Median:** \$6.64

**High-end:** \$9.83

#### On-the-Job Training

Most workers need no work experience or specific training.

**Average**

#### Transportation & Distribution Managers

Plan, direct, or coordinate transportation, storage, or distribution activities.  
Number employed: 1,500

**Low-end:** \$13.83

**Median:** \$21.59

**High-end:** \$37.48

#### 4-Years/Bachelor's Degree

A bachelor's degree is necessary. Work experience is a plus.

**Average**

#### Truck Drivers, Heavy & Tractor-Trailer

Drive a truck or a tractor-trailer to carry and deliver goods, livestock, or materials.  
Number employed: 22,570

**Low-end:** \$8.53

**Median:** \$13.30

**High-end:** \$20.63

#### Varies

All workers must obtain a commercial driver's license. Drivers must obey federal and state regulations.

**Average**

#### Truck Drivers, Light or Delivery Services

Drive a truck or van mainly to deliver or pick up merchandise within a specified area. This may include food delivery drivers.  
Number employed: 14,780

**Low-end:** \$6.02

**Median:** \$9.47

**High-end:** \$18.01

#### Varies

Most states only require drivers of light trucks and vans to have a regular driver's license. Most workers receive on-the-job training.

**Average**



# Production, Construction & Transportation Careers

## Installation & Maintenance

### Occupation

### Wages

### Education

### Ten-year Job Growth

#### Automotive Mechanics

Diagnose, adjust, repair, or overhaul automobiles.  
Number employed: 9,830

**Low-end:** \$7.37  
**Median:** \$11.29  
**High-end:** \$19.95

**Varies**  
Completion of a formal training program is recommended; however, learning through work experience is also an option.

**Above average**

#### Computer & Office Machine Repairers

Repair, maintain, or install office machines. This could include computers, word processing systems, or automated teller machines.  
Number employed: 1,200

**Low-end:** \$6.74  
**Median:** \$13.19  
**High-end:** \$21.19

**Less than 2 Years**  
Completion of 1-2 years of training at a vocational/technical institution or junior college is recommended.

**Average**

#### Electrical & Electronic Equipment Repairers

Repair, test, adjust, or install electronic equipment. This could include industrial controls, transmitters, antennas, or other electrical equipment.  
Number employed: 1,400

**Low-end:** \$9.90  
**Median:** \$18.46  
**High-end:** \$25.74

**Less than 2 Years**  
Completion of 1-2 years of training at a vocational/technical institution or junior college is recommended.

**Below Average**

#### General Maintenance & Repair Workers

Perform a variety of general maintenance work. Keep machines, mechanical equipment, or an entire establishment in repair.  
Number employed: 20,030

**Low-end:** \$7.10  
**Median:** \$12.38  
**High-end:** \$22.06

**On-the-Job Training**  
Most workers learn their skills informally on the job. Previous work experience isn't required, but is a plus.

**Average**

#### Industrial Machinery Mechanics

Repair, install, adjust, or maintain industrial production machinery. May also repair or maintain equipment for oil refineries and pipelines.  
Number employed: 4,490

**Low-end:** \$11.57  
**Median:** \$17.99  
**High-end:** \$25.34

**Varies**  
Workers learn their trade through a 4-year apprenticeship program or on-the-job training.

**Average**

#### Medical Equipment Repairers

Test, adjust, or repair biomedical equipment.  
Number employed: 310

**Low-end:** \$9.40  
**Median:** \$15.04  
**High-end:** \$24.74

**Varies**  
Educational requirements include a high school diploma and, in some cases, post-secondary education, coupled with on-the-job training.

**Average**

#### Millwrights

Install, dismantle, or move machinery and heavy equipment according to layout plans or blueprints.  
Number employed: 1,620

**Low-end:** \$11.62  
**Median:** \$16.11  
**High-end:** \$21.58

**Varies**  
Training lasts 4 years through apprenticeship programs that combine on-the-job and classroom training.

**Above average**

#### Telecommunications Line Installers & Repairers

String and repair telephone and television cables, including fiber optics and other equipment for transmitting messages or television programming.  
Number employed: 2,050

**Low-end:** \$9.42  
**Median:** \$16.36  
**High-end:** \$28.77

**Varies**  
No educational requirements beyond high school. Related work experience is a plus, as is completion of a formal apprenticeship program.

**Above average**

# Engineering, Technical & Scientific

## Take the first step...

Engineering, technical and scientific careers vary depending on their specialty. Careers in this group range from computer programmers and civil engineers to microbiologists and economists. Most jobs in these fields require specialized training and at least a bachelor's degree. If jobs in this field are of interest to you, make the most of the resources you have in your *own* school. Start thinking about taking courses in subjects that draw your attention.



### Thinking of a career in this field? Consider taking the following courses:

- Advanced Algebra
- Biology
- Calculus
- Chemistry
- Computer Design
- Computers
- Drafting
- Economics
- Geometry
- Industrial Arts
- Physics
- Trigonometry

Take a look at this section for job descriptions, wage data, growth information and educational requirements for engineering, technical and scientific careers.

**Pave your own path!**



# Engineering, Technical & Scientific Careers

## Information Technology

Occupation	Wages	Education	Ten-year Job Growth
<b>Computer &amp; Information Systems Managers</b> Plan or direct activities in fields like data processing, information systems and computer programming. Number employed: 2,520	<b>Low-end:</b> \$15.84 <b>Median:</b> \$29.14 <b>High-end:</b> \$42.58	<b>4-6 Years</b> A bachelor's degree is essential. However, employers often prefer employees who have a master's degree in a business-related field.	<b>Above average</b>
<b>Computer Hardware Engineers</b> Research, design and test computer or computer-related equipment. Could involve testing equipment for commercial, industrial, military, or scientific use. Number employed: 110	<b>Low-end:</b> \$18.76 <b>Median:</b> \$25.24 <b>High-end:</b> \$41.49	<b>4 Years/Bachelor's Degree</b> A bachelor's degree in computer or electrical engineering is required. Relevant work experience is a plus.	<b>Above average</b>
<b>Computer Programmers</b> Convert projects or problems into detailed logical flow charts for coding into computer language. Also involves developing and writing computer programs. Number employed: 3,350	<b>Low-end:</b> \$13.23 <b>Median:</b> \$21.60 <b>High-end:</b> \$32.94	<b>Varies</b> A bachelor's degree is usually required; however, individuals with work experience and/or an associate degree may also be eligible.	<b>Above average</b>
<b>Computer Software Engineers</b> Develop, create and modify computer applications or computer programs. Develop software to meet computer users' needs. Number employed: 750	<b>Low-end:</b> \$16.32 <b>Median:</b> \$26.83 <b>High-end:</b> \$40.44	<b>4 Years/Bachelor's Degree</b> A bachelor's degree in computer science is needed. Relevant work experience is a plus.	<b>Above average</b>
<b>Computer Support Specialists</b> Provide technical assistance to computer users. Answer questions over the phone, in person, or from a remote location. Number employed: 3,290	<b>Low-end:</b> \$10.55 <b>Median:</b> \$17.44 <b>High-end:</b> \$26.62	<b>4 Years/Bachelor's Degree</b> May need a bachelor's degree in a computer-related field, as well as significant experience with computer programming.	<b>Above average</b>
<b>Computer Systems Analysts</b> Analyze scientific, engineering, business and other data processing problems. Apply those problems to computers and other data processing systems. Number employed: 3,520	<b>Low-end:</b> \$14.89 <b>Median:</b> \$23.77 <b>High-end:</b> \$35.12	<b>4 Years/Bachelor's Degree</b> A bachelor's degree in computer science, information science, data processing or computer information systems is preferred.	<b>Above average</b>
<b>Database Administrators</b> Coordinate changes to computer databases. Test and implement the database, applying knowledge of database management. Number employed: 400	<b>Low-end:</b> \$10.75 <b>Median:</b> \$21.07 <b>High-end:</b> \$34.93	<b>4 Years/Bachelor's Degree</b> A bachelor's degree in computer science, information science, data processing or computer information systems is preferred.	<b>Above average</b>
<b>Network &amp; Computer Systems Administrators</b> Install, configure, monitor and support computer systems. Set up and maintain networks for organizations. Maintain hardware and software. Number employed: 1,670	<b>Low-end:</b> \$11.95 <b>Median:</b> \$20.83 <b>High-end:</b> \$32.81	<b>4 Years/Bachelor's Degree</b> A bachelor's degree in computer science, information science, data processing or computer information systems is preferred.	<b>Above average</b>



# Engineering, Technical & Scientific Careers

## Scientific Research & Engineering

Occupation	Wages	Education	Ten-year Job Growth
<b>Architectural &amp; Civil Drafters</b> Prepare detailed drawings of architectural and structural features of buildings. Draw topographical maps used in civil engineering projects. Number employed: 1,380	<b>Low-end:</b> \$9.51 <b>Median:</b> \$15.61 <b>High-end:</b> \$23.83	<b>Varies</b> All workers need at least 2 years of training at a technical institute and experience using computer-aided drafting (CAD) systems.	<b>Below average</b>
<b>Biological Technicians</b> Assist biological and medical scientists in laboratories. Set up, operate and maintain lab instruments and equipment. Monitor experiments. Number employed: 350	<b>Low-end:</b> \$8.32 <b>Median:</b> \$13.73 <b>High-end:</b> \$20.62	<b>Varies</b> Most employers look for individuals with at least 2 years of specialized training or an associate degree. A bachelor's degree is a plus.	<b>Below average</b>
<b>Chemical Engineers</b> Design chemical plant equipment. Devise processes for manufacturing chemicals and products. Number employed: 920	<b>Low-end:</b> \$23.65 <b>Median:</b> \$32.61 <b>High-end:</b> \$50.40	<b>4 Years/Bachelor's Degree</b> Most employers look for people with a bachelor's degree in engineering. Physical science or math majors may also qualify.	<b>Average</b>
<b>Civil Engineers</b> Perform the engineering duties that are involved in planning, designing and overseeing construction and maintenance of buildings and other structures. Number employed: 2,470	<b>Low-end:</b> \$15.66 <b>Median:</b> \$27.08 <b>High-end:</b> \$43.14	<b>4 Years/Bachelor's Degree</b> Most employers look for people with a bachelor's degree in engineering. Physical science or math majors may also qualify.	<b>Average</b>
<b>Economists</b> Conduct research or prepare reports about economic issues. Research labor issues or supply and demand of certain goods or services. Number employed: 50	<b>Low-end:</b> \$12.45 <b>Median:</b> \$23.37 <b>High-end:</b> \$33.51	<b>6 Years</b> Most have at least a master's degree in economics. Entry-level economists may hold only a bachelor's degree.	<b>Below average</b>
<b>Electrical &amp; Electronic Engineering Technicians</b> Apply electronic theories to design, build, repair and modify equipment. Equipment might include electrical components, circuits, controls and machinery. Number employed: 2,610	<b>Low-end:</b> \$11.65 <b>Median:</b> \$19.69 <b>High-end:</b> \$26.81	<b>Varies</b> Most employers look for workers with an associate degree in engineering technology. However, some employers require no formal training.	<b>Average</b>
<b>Environmental Engineers</b> Environmental engineers use their engineering background to prevent and control environmental hazards and problems. Number employed: 420	<b>Low-end:</b> \$17.73 <b>Median:</b> \$28.58 <b>High-end:</b> \$43.93	<b>4 Years/Bachelor's Degree</b> Most employers look for people with a bachelor's degree in engineering. In some cases, experience is helpful.	<b>Average</b>
<b>Environmental Scientists, Including Health</b> Conduct research or perform investigations to identify or eliminate pollution that affects either the environment or the health of the population. Number employed: 1,350	<b>Low-end:</b> \$6.52 <b>Median:</b> \$16.78 <b>High-end:</b> \$27.06	<b>4-6 Years</b> Entry-level jobs require a bachelor's degree in geology or geophysics. Jobs with advancement potential require at least a master's degree.	<b>Above average</b>





# Engineering, Technical & Scientific Careers

## Scientific Research & Engineering (cont.)

Occupation	Wages	Education	Ten-year Job Growth
<b>Health &amp; Safety Engineers</b> Promote safety at work. May require knowledge of certain industrial processes, mechanics, chemistry, psychology or industrial safety laws. Number employed: 820	<b>Low-end:</b> \$17.14 <b>Median:</b> \$28.67 <b>High-end:</b> \$34.49	<b>4 Years/Bachelor's Degree</b> Most employers look for people with a bachelor's degree in engineering. Work experience may be helpful.	<b>Average</b>
<b>Market Research Analysts</b> Research consumer opinions or market conditions. May do research on local, regional, or national areas to gauge the demand for a product or service. Number employed: 350	<b>Low-end:</b> \$10.79 <b>Median:</b> \$18.91 <b>High-end:</b> \$37.27	<b>6 Years</b> Most have a 4-year degree and also hold a master's degree in business administration, marketing, statistics, or some other related discipline.	<b>Below average</b>
<b>Mechanical Drafters</b> Prepare detailed diagrams of machinery and other mechanical devices. Number employed: 1,380	<b>Low-end:</b> \$11.23 <b>Median:</b> \$17.27 <b>High-end:</b> \$35.15	<b>Varies</b> Most applicants need at least 2 years of training at a technical institute and experience in using computer-aided drafting (CAD) systems.	<b>Below average</b>
<b>Microbiologists</b> Investigate various microscopic organisms, like bacteria, algae, or fungi. May examine their growth, structure, development and other characteristics. Number employed: 70	<b>Low-end:</b> \$14.58 <b>Median:</b> \$24.12 <b>High-end:</b> \$34.24	<b>6 or more Years</b> Most get a 4-year degree, then attend graduate school to obtain a master's or Ph.D. degree. A bachelor's degree is sufficient for non-research jobs.	<b>Average</b>
<b>Petroleum Engineers</b> Devise methods to improve oil and gas well production. May determine the need for new or modified tools, designs, or systems. Number employed: 840	<b>Low-end:</b> \$23.62 <b>Median:</b> \$39.28 <b>High-end:</b> \$54.53	<b>4 Years/Bachelor's Degree</b> Most employers look for people with a bachelor's degree in engineering. Physical science or math majors may also qualify.	<b>Below average</b>
<b>Surveyors</b> Make exact measurements of property or land areas. Determine property boundaries. Number employed: 1,130	<b>Low-end:</b> \$9.04 <b>Median:</b> \$15.95 <b>High-end:</b> \$28.72	<b>Varies</b> Most workers have completed post-secondary courses in surveying. Many people in this field now have bachelor's degrees.	<b>Below average</b>
<b>Urban &amp; Regional Planners</b> Develop comprehensive plans and programs for the use of land or physical facilities. Often work for local, city, or state government offices. Number employed: 150	<b>Low-end:</b> \$12.13 <b>Median:</b> \$16.17 <b>High-end:</b> \$30.31	<b>6 Years</b> Most entry-level jobs require a master's degree in urban planning or landscape architecture, or the equivalent in work experience.	<b>Above average</b>

# Business & Administration

## Take the first step...

Every company or organization needs someone to fill leadership roles. You can gain these skills by getting experience in a specific field and by working your way up within an organization. Careers in this group range from tax preparers and travel agents to chief executives and funeral directors. If jobs in this field are of interest to you, make the most of the resources you have in your *own* school. Start thinking about taking courses in subjects that draw your attention.



### **Thinking of a career in this field? Consider taking the following courses:**

Accounting  
Advertising  
Algebra, Geometry, Calculus  
Business/ Management  
Composition  
Computer Courses  
Economics  
Foreign Languages  
Non-Fiction Reading  
Office Technology  
Physical/Biological Science  
Research/Market Research  
Research Methods  
Statistics  
Technical Writing

Take a look at this section for job descriptions, wage data, growth information and educational requirements for business and administration careers.

**Pave your own path!**



## Business & Administration Careers

### Retail/Wholesale Sales & Services

#### Occupation

#### Wages

#### Education

#### Ten-year Job Growth

##### Advertising Sales Agents

Sell or solicit advertising. Advertising could include graphic art, advertising space in publications, custom-made signs and TV or radio advertising time. Number employed: 1,880

**Low-end:** \$7.53  
**Median:** \$14.79  
**High-end:** \$31.85

**On-the-Job Training**  
A considerable amount of on-the-job training is an important requirement for this job.

**Above  
average**

##### Cashiers

Receive and disperse money in establishments other than financial institutions. Greet customers. Could require some clerical or retail sales duties. Number employed: 51,250

**Low-end:** \$5.46  
**Median:** \$6.35  
**High-end:** \$8.49

**On-the-Job Training**  
In most cases, no specific training is required; however, some businesses look for experienced cashiers.

**Average**

##### Gaming Change Persons & Booth Cashiers

Exchange coins and tokens for patrons' money in a casino. May also operate slot machine booths. Number employed: 3,240

**Low-end:** \$6.98  
**Median:** \$8.28  
**High-end:** \$10.69

**On-the-Job Training**  
Most workers need little work experience or specific training, although some employers prefer experienced cashiers.

**Average**

##### Insurance Sales Agents

Sell life, casualty, health, automobile, or other types of insurance. Could involve travel. Number employed: 3,260

**Low-end:** \$6.66  
**Median:** \$15.73  
**High-end:** \$43.32

**Varies**  
Sales experience or proven success in other occupations are the minimum qualifications, but a college degree is preferred. Licensing is required.

**Below  
average**

##### Real Estate Sales Agents

Rent, buy, or sell property for clients. May involve showing houses to prospective buyers, overseeing transactions and handling legal documents. Number employed: 460

**Low-end:** \$5.96  
**Median:** \$11.34  
**High-end:** \$25.96

**Licensing**  
Training and education requirements vary, but real estate agents must be licensed in every state.

**Average**



## Business & Administration Careers

### Retail/Wholesale Sales & Services (cont).

Occupation	Wages	Education	Ten-year Job Growth
<b>Retail Salespersons</b> Sell merchandise such as furniture, clothing, cars, or other products in a retail establishment. May require in-depth knowledge of specific products. Number employed: 56,400	<b>Low-end:</b> \$5.58 <b>Median:</b> \$7.00 <b>High-end:</b> \$13.99	<b>On-the-Job Training</b> Most workers need no work experience or training, although knowledge of a specific product may be helpful.	<b>Average</b>
<b>Sales Managers</b> Direct the distribution of a product or service to a customer. Manage sales departments of companies and analyze sales statistics. Number employed: 4,970	<b>Low-end:</b> \$12.95 <b>Median:</b> \$24.20 <b>High-end:</b> \$44.60	<b>Varies</b> A college degree is a plus, but most people enter these jobs after acquiring experience in related positions.	<b>Average</b>
<b>Security &amp; Commodity Sales Agents</b> Buy and sell securities in financial investment firms. Provide financial services and advise customers about stocks, bonds and market conditions. Number employed: 1,720	<b>Low-end:</b> \$17.06 <b>Median:</b> \$26.47 <b>High-end:</b> >\$70.00	<b>Varies</b> Sales experience is the minimum qualification, but a college degree is preferred. Licensing is required.	<b>Above average</b>
<b>Travel Agents</b> Advise customers on travel plans and fare rates. Make travel arrangements, book tickets and perform customer service duties. Number employed: 930	<b>Low-end:</b> \$6.31 <b>Median:</b> \$9.50 <b>High-end:</b> \$16.02	<b>Varies</b> Training at a post-secondary vocational school or college/university is preferred.	<b>Average</b>
<b>Technical &amp; Scientific Wholesale Sales Agents</b> Sell scientific or technical products for wholesalers (companies that sell products to other companies). Technical or scientific knowledge is usually required. Number employed: 5,170	<b>Low-end:</b> \$11.49 <b>Median:</b> \$19.87 <b>High-end:</b> \$35.22	<b>Varies</b> Previous sales experience is required, and a college degree is usually preferred.	<b>Average</b>

“Leaders must be close enough to relate to others, but far enough ahead to motivate them.”

-John Maxwell



# Business & Administration Careers

## Finance

### Occupation

### Wages

### Education

### Ten-year Job Growth

#### Accountants & Auditors

Examine, analyze and interpret accounting records. Perform financial accounting services and advise companies or clients. Prepare financial statements. Number employed: 11,210

**Low-end:** \$11.20

**Median:** \$17.12

**High-end:** \$29.76

#### 4 Years/Bachelor's Degree

A bachelor's degree in accounting or a related field is required. CPA certification is sometimes required. A master's degree may also help.

**Average**

#### Appraisers & Assessors of Real Estate

Examine real estate and property to determine its fair market value. Number employed: 340

**Low-end:** \$10.67

**Median:** \$20.00

**High-end:** \$41.03

#### Licensing

In every state, and in the District of Columbia, these workers must be licensed. Post-secondary training is also a requirement.

**Above average**

#### Bill & Account Collectors

Locate and notify customers who have not paid bills. May involve contacting customers by mail, telephone or personal visit to solicit payment. Number employed: 4,560

**Low-end:** \$6.84

**Median:** \$10.17

**High-end:** \$14.75

#### Varies

A high school diploma is sufficient for workers to qualify for most positions, but a bachelor's degree is preferred.

**Above average**

#### Bookkeeping, Accounting & Auditing Clerks

Compute, classify or record numerical data. Keep track of financial records and ensure that they are complete. Number employed: 24,470

**Low-end:** \$6.86

**Median:** \$10.38

**High-end:** \$16.11

#### On-the-Job Training

Most workers need little work experience or training, but some employers look for experienced accounting and auditing clerks.

**Below average**

#### Budget Analysts

Examine budgets for completeness and accuracy. Make sure that budgets conform to company procedures and regulations. Number employed: 580

**Low-end:** \$12.51

**Median:** \$20.43

**High-end:** \$32.23

#### 4 Years/Bachelor's Degree

A bachelor's degree in almost any field is acceptable. Some employers require a master's degree.

**Average**

#### Claims Adjusters, Examiners & Investigators

Review settled insurance claims. Determine that payments and settlements have been made according to company practices and procedures. Number employed: 1,980

**Low-end:** \$11.92

**Median:** \$18.45

**High-end:** \$32.42

#### Varies

Previous experience or proven success in other occupations are the minimum qualifications, but a college degree is preferred.

**Average**

#### Financial Analysts

Examine, analyze and report on financial information that could affect investment programs. Could advise individuals or large or small companies. Number employed: 670

**Low-end:** \$10.83

**Median:** \$19.59

**High-end:** \$39.41

#### Varies

Employers prefer to hire college graduates and persons with some work experience.

**Above average**



## Business & Administration Careers

### Finance (cont.)

Occupation	Wages	Education	Ten-year Job Growth
<b>Insurance Underwriters</b> Review individuals' applications for insurance. Evaluate the degree of risk involved in insuring particular people. Number employed: 940	<b>Low-end:</b> \$9.85 <b>Median:</b> \$16.82 <b>High-end:</b> \$32.72	<b>4 Years/Bachelor's Degree</b> A college degree in business administration or finance is preferred, but a bachelor's in almost any field is usually sufficient.	<b>Below average</b>
<b>Loan Counselors</b> Provide guidance to prospective loan applicants. May involve working with applicants who have bad credit or problems qualifying for traditional loans. Number employed: 300	<b>Low-end:</b> \$8.56 <b>Median:</b> \$11.76 <b>High-end:</b> \$16.29	<b>4 Years/Bachelor's Degree</b> A bachelor's degree in finance, economics, or a related field is generally required. Training and experience is a plus.	<b>Average</b>
<b>Loan Officers</b> Evaluate, authorize, or recommend approval of loans. Also advise borrowers on their credit status and methods of payment. Number employed: 2,840	<b>Low-end:</b> \$11.23 <b>Median:</b> \$15.88 <b>High-end:</b> \$26.71	<b>4 Years/Bachelor's Degree</b> A bachelor's degree in finance, economics, or a related field is generally required. Training and experience is a plus.	<b>Average</b>
<b>Payroll &amp; Timekeeping Clerks</b> Compile and post employee time and payroll information. May compute wages and deductions. May also prepare paychecks for employees. Number employed: 2,810	<b>Low-end:</b> \$7.86 <b>Median:</b> \$11.33 <b>High-end:</b> \$16.46	<b>On-the-Job Training</b> Most workers don't need specific training, but certain jobs require previous experience.	<b>Below average</b>
<b>Personal Financial Advisors</b> Advise clients on their financial plans and goals. Use knowledge of tax and investment strategies, securities, insurance, pension plans, or real estate. Number employed: 290	<b>Low-end:</b> \$11.41 <b>Median:</b> \$17.16 <b>High-end:</b> \$63.02	<b>4 Years/Bachelor's Degree</b> A bachelor's degree in accounting, finance, economics, business, mathematics, or law provides good preparation for this occupation.	<b>Above average</b>
<b>Tax Preparers</b> Prepare tax returns for individuals or small businesses. Tax preparers do not have as much responsibility as a certified public accountant. Number employed: 410	<b>Low-end:</b> \$6.02 <b>Median:</b> \$8.02 <b>High-end:</b> \$17.42	<b>On-the-Job Training</b> The most common source of training is a substantial amount of on-the-job training.	<b>Average</b>
<b>Tellers</b> Receive and pay out money in financial institutions. Keep records of money and perform certain customer service duties. Number employed: 10,300	<b>Low-end:</b> \$6.45 <b>Median:</b> \$8.80 <b>High-end:</b> \$12.23	<b>On-the-Job Training</b> Most workers need no specific training, but experience with customer service is usually helpful.	<b>Below average</b>



# Business & Administration Careers

## Management

### Occupation

### Wages

### Education

### Ten-year Job Growth

#### Chief Executives

Determine and formulate policies for a company. Set and oversee company goals. Provide the overall direction of a company, within certain guidelines. Number employed: 8,110

**Low-end:** \$15.80  
**Median:** \$42.31  
**High-end:** >\$70.00

#### Varies

Most top executives have a college degree or higher in liberal arts or business administration. Substantial work experience is usually required.

**Average**

#### Compensation, Benefits & Job Duty Specialists

Analyze jobs to examine skill levels, job duties and appropriate pay levels. Provide information on fringe benefits to employer. Number employed: 910

**Low-end:** \$8.79  
**Median:** \$13.66  
**High-end:** \$22.33

#### Varies

Employers generally seek college graduates for entry level jobs, but because of the diversity of duties, the qualifications vary.

**Average**

#### Financial Managers

Plan, direct and coordinate financial strategies for banks or other types of companies. May require knowledge of banking, investing, or accounting. Number employed: 7,530

**Low-end:** \$14.03  
**Median:** \$24.21  
**High-end:** \$42.30

#### 4-6 Years

A bachelor's degree in finance or a related field is required. Obtaining a master's degree is a plus.

**Average**

#### Funeral Directors

Arrange and direct funeral services. Number employed: 510

**Low-end:** \$5.80  
**Median:** \$12.83  
**High-end:** \$21.36

#### Licensing

These workers must be licensed by the state. Programs in mortuary science are also available at some colleges and universities.

**Above average**

#### General & Operations Managers

Plan, direct, or coordinate the operations of companies or other agencies. Includes formulating policies and managing daily operations. Number employed: 45,060

**Low-end:** \$12.45  
**Median:** \$23.37  
**High-end:** \$50.77

#### 4-6 Years

Most general managers have a college degree or higher. They must also have extensive work experience.

**Average**

#### Human Resources Managers

Coordinate pay and benefits activities for a company or organization. Oversee recruitment as well as training and development of staff. Number employed: 2,760

**Low-end:** \$13.02  
**Median:** \$21.69  
**High-end:** \$38.54

#### Varies

Employers seek college graduates for entry level jobs, but qualifications may vary. A background in human resources and business is preferred.

**Average**

#### Legislators

Elected officials that develop laws at the federal, state, or local level. Make speeches; communicate with the public and government officials. Number employed: 1,390

**Low-end:** \$5.46  
**Median:** \$6.29  
**High-end:** \$8.39

#### Varies

Since voters elect legislators, qualifications and training may vary. These employees come from a wide variety of occupations.

**Below average**





## Business & Administration Careers

### Management (cont.)

Occupation	Wages	Education	Ten-year Job Growth
<b>Management Analysts</b> Conduct studies and evaluations for organizations. Design systems and procedures to help company operations run smoothly. Number employed: 1,830	<b>Low-end:</b> \$14.98 <b>Median:</b> \$24.82 <b>High-end:</b> \$43.44	<b>4-6 Years</b> A master's degree and at least five years experience is generally required. Most government agencies hire people with only a bachelor's degree.	<b>Above average</b>
<b>Marketing Managers</b> Gauge demand for products and services offered by a firm. Identify potential customers. Develop pricing strategies; oversee product development. Number employed: 2,000	<b>Low-end:</b> \$14.06 <b>Median:</b> \$28.33 <b>High-end:</b> \$45.91	<b>Varies</b> A college degree is a plus, but most people enter these jobs after acquiring experience in related positions.	<b>Average</b>
<b>Meeting &amp; Convention Planners</b> Make arrangements for group meetings and conventions. Coordinate details and arrange meetings according to clients' specifications. Number employed: 350	<b>Low-end:</b> \$10.49 <b>Median:</b> \$16.13 <b>High-end:</b> \$30.54	<b>4 Years/Bachelor's Degree</b> Most workers in this position have obtained a bachelor's degree. Experience is helpful for the higher paying positions in this field.	<b>Above average</b>
<b>Property, Real Estate &amp; Community Managers</b> Plan, direct, or coordinate activities of real estate agencies. Manage property grounds or finances. May involve selling or leasing property. Number employed: 1,580	<b>Low-end:</b> \$6.81 <b>Median:</b> \$12.28 <b>High-end:</b> \$26.97	<b>Varies</b> Applicants with a college degree are preferred, however, employers often promote employees from on-site manager positions.	<b>Above average</b>
<b>Purchasing Managers</b> Coordinate and direct the activities of workers who are involved in purchasing materials, products and services. Number employed: 1,920	<b>Low-end:</b> \$10.91 <b>Median:</b> \$18.79 <b>High-end:</b> \$34.29	<b>Varies</b> Depending on the organization, employers may look for persons with a bachelor's degree and/or may simply train employees on the job.	<b>Average</b>
<b>Training &amp; Development Specialists</b> Assess the need for worker training. Conduct training and development programs for employees. Number employed: 1,520	<b>Low-end:</b> \$7.69 <b>Median:</b> \$16.03 <b>High-end:</b> \$30.22	<b>Varies</b> Employers generally seek college graduates but qualifications may vary. A strong background in human resources and business is preferred.	<b>Average</b>

“Management is doing things right; leadership is doing the right things.”

-Peter F. Drucker



# Business & Administration Careers

## Clerical

Occupation	Wages	Education	Ten-year Job Growth
<b>Couriers &amp; Messengers</b> Carry messages, documents, packages and other items between offices, departments and other businesses. May travel by foot, bicycle, or car. Number employed: 2,020	<b>Low-end:</b> \$5.70 <b>Median:</b> \$7.57 <b>High-end:</b> \$14.12	<b>On-the-Job Training</b> Most workers need little work experience and receive some on-the-job training.	<b>Below average</b>
<b>Customer Service Representatives</b> Interact with customers to provide information in response to questions about products and services. Resolve complaints. Number employed: 17,260	<b>Low-end:</b> \$5.97 <b>Median:</b> \$9.05 <b>High-end:</b> \$15.26	<b>On-the-Job Training</b> Most workers need little work experience and receive some on-the-job training.	<b>Average</b>
<b>General Office Clerks</b> Perform general office duties too varied to be classified in any specific clerical occupation. Requires some knowledge of office management. Number employed: 33,340	<b>Low-end:</b> \$5.76 <b>Median:</b> \$8.28 <b>High-end:</b> \$12.94	<b>Varies</b> No formal training is required. However, training at a community college or other post-secondary school is a plus.	<b>Average</b>
<b>Human Resources Assistants, Except Payroll</b> Compile and keep personnel records. Record information for each employee and compile reports from employee records. Number employed: 1,930	<b>Low-end:</b> \$8.02 <b>Median:</b> \$11.90 <b>High-end:</b> \$17.36	<b>On-the-Job Training</b> Most workers need little work experience and receive some on-the-job training.	<b>Below average</b>
<b>Receptionists &amp; Information Clerks</b> Answer questions and obtain information for the general public. Answer telephones. Greet customers or clients. Number employed: 12,530	<b>Low-end:</b> \$5.96 <b>Median:</b> \$8.05 <b>High-end:</b> \$11.15	<b>On-the-Job Training</b> Most workers need little work experience. Training is generally provided on the job.	<b>Average</b>
<b>Secretaries, Except Legal &amp; Medical</b> Perform various clerical duties, such as drafting letters, scheduling appointments, organizing and maintaining files, or providing information to callers. Number employed: 38,400	<b>Low-end:</b> \$6.13 <b>Median:</b> \$9.24 <b>High-end:</b> \$13.68	<b>Varies</b> No formal training is required; however, extensive software knowledge is essential. On-the-job training is also provided.	<b>Below average</b>
<b>Stock Clerks &amp; Order Fillers</b> Receive, store and issue sales floor merchandise. May mark prices on merchandise or set up displays. Number employed: 24,410	<b>Low-end:</b> \$5.62 <b>Median:</b> \$7.27 <b>High-end:</b> \$13.23	<b>On-the-Job Training</b> Most workers need little work experience and receive some on-the-job training.	<b>Average</b>
<b>Supervisors of Clerical Workers</b> Supervise and coordinate the activities of clerical workers. May involve a variety of activities, depending on the type of business. Number employed: 19,540	<b>Low-end:</b> \$8.91 <b>Median:</b> \$13.77 <b>High-end:</b> \$23.86	<b>Varies</b> Most companies promote clerical or administrative support workers into this position.	<b>Average</b>

# Hospitality & Tourism

## Take the first step...

Careers in hospitality and tourism are exciting because you spend a lot of time working with the public. These careers require good “soft” skills. Careers in this group range from housekeeping cleaners to amusement and recreation attendants. If jobs in this field are of interest to you, make the most of the resources you have in your *own* school. Start thinking about taking courses in subjects that draw your attention.



### **Thinking of a career in this field? Consider taking the following courses:**

Business Management  
Communication  
Culinary Arts  
History  
Home Economics  
Public Speaking  
Social Studies

Take a look at this section for job descriptions, wage data, growth information and educational requirements for hospitality and tourism careers.

**Pave your own path!**



# Hospitality & Tourism Careers

Occupation	Wages	Education	Ten-year Job Growth
<b>Amusement &amp; Recreation Attendants</b> Perform a variety of duties at an amusement or recreation facility. Usually involves working outside. Number employed: 1,800	Low-end: \$5.47 Median: \$6.43 High-end: \$9.62	<b>On-the-Job Training</b> Most workers need little work experience and receive some on-the-job training.	Average
<b>Baggage Porters &amp; Bellhops</b> Handle luggage for travelers. Could work in transportation terminals, hotels or similar establishments. Number employed: 1,570	Low-end: \$5.55 Median: \$6.71 High-end: \$10.99	<b>On-the-Job Training</b> Most workers need little work experience and receive some on-the-job training.	Average
<b>Bartenders</b> Mix and serve drinks to patrons, either directly or through wait staff. Number employed: 3,410	Low-end: \$5.49 Median: \$6.50 High-end: \$8.97	<b>Licensing</b> No formal training is necessary, but a license is required. Must be at least 21 and familiar with state and local laws concerning alcohol sales.	Average
<b>Chefs &amp; Head Cooks</b> Direct the preparation and cooking of foods. May plan and price menu items, order supplies and keep records and accounts for restaurants. Number employed: 1,380	Low-end: \$7.43 Median: \$12.45 High-end: \$20.73	<b>Varies</b> Training varies depending on where you choose to work. Completion of certain 2-4 year college degrees or training at a culinary school may help.	Above average
<b>Dishwashers</b> Clean dishes, kitchen, food preparation equipment, utensils, or other equipment. May work in full-service or fast food restaurants. Number employed: 4,850	Low-end: \$5.44 Median: \$6.24 High-end: \$7.72	<b>On-the-Job Training</b> Most workers need little work experience and receive some on-the-job training.	Below average
<b>Fast Food Cooks</b> Prepare and cook food in a fast food restaurant with a limited menu. Number employed: 12,470	Low-end: \$5.40 Median: \$6.13 High-end: \$7.00	<b>On-the-Job Training</b> On-the-job training is provided. Most employers require little previous work experience.	Above average

“To be successful,  
the first thing to do is  
fall in love with your work.”

-Sister Mary Lauretta



# Hospitality & Tourism Careers

## Occupation

## Wages

## Education

## Ten-year Job Growth

### Food Service Managers

Plan and direct the activities of an organization or department that serves food and beverages.  
Number employed: 4,350

**Low-end:** \$9.22

**Median:** \$14.93

**High-end:** \$22.63

#### Varies

A 2-4 year degree in a college hospitality management program is a plus, but qualifications for these workers may vary.

**Above  
average**

### Gaming Dealers

Operate and oversee table games in a casino.  
Number employed: 3,930

**Low-end:** \$5.47

**Median:** \$6.25

**High-end:** \$8.29

#### Licensing

Required to have a license from a regulatory agency. Age requirements for this job vary by state.

**Average**

### Gaming Managers

Plan, organize and direct the gaming operations in a casino. Formulate gaming policies for an establishment.  
Number employed: 200

**Low-end:** \$11.71

**Median:** \$23.83

**High-end:** \$40.65

#### Bachelor's Degree

A bachelor's degree is required. An advanced degree and work experience is a plus.

**Average**

### Hotel, Motel & Resort Desk Clerks

Accommodate hotel, motel and resort patrons by registering them and assigning rooms. Keep records of rooms; provide customer service.  
Number employed: 2,540

**Low-end:** \$5.61

**Median:** \$7.06

**High-end:** \$8.70

#### On-the-Job Training

Most workers need little work experience. On-the-job training is generally provided.

**Average**

### Lodging Managers

Plan, direct, or coordinate activities of an organization that provides lodging and other accommodations.  
Number employed: 510

**Low-end:** \$9.74

**Median:** \$15.33

**High-end:** \$24.07

#### Varies

Formal post-secondary training in management is preferred. Extensive experience is a plus.

**Above  
average**



## Hospitality & Tourism Careers

### Occupation

### Wages

### Education

### Ten-year Job Growth

#### Maids & Housekeeping Cleaners

Perform light cleaning duties to maintain private households or commercial establishments, like hotels, conference centers, or other offices.  
Number employed: 16,050

**Low-end:** \$5.47

**Median:** \$6.29

**High-end:** \$7.95

#### On-the-Job Training

Most workers need little work experience and receive some on-the-job training.

**Average**

#### Slot Key Persons

Coordinate functions of slot department workers in a casino. Also perform various casino tasks, such as resetting slot machines after payoffs.  
Number employed: 750

**Low-end:** \$7.38

**Median:** \$9.24

**High-end:** \$12.96

#### On-the-Job Training

Most workers need little work experience and receive some on-the-job training.

**Average**

#### Supervisors of Food Service Workers

Supervise and coordinate the activities of workers who are preparing and serving food to customers.  
Number employed: 11,690

**Low-end:** \$6.36

**Median:** \$9.22

**High-end:** \$16.28

#### Varies

A significant amount of work experience in a related field is usually required.

**Average**

#### Tour Guides & Escorts

Escort individuals or groups on sightseeing tours or through places of interest. May work at museums, historical landmarks, public buildings, or art galleries.  
Number employed: 360

**Low-end:** \$5.55

**Median:** \$6.67

**High-end:** \$11.64

#### On-the-Job Training

Most workers need little work experience and receive some on-the-job training.

**Average**

#### Waiters & Waitresses

Take orders and serve food and beverages to patrons in restaurants. Set and clear tables, and provide customer service.  
Number employed: 26,490

**Low-end:** \$5.40

**Median:** \$6.14

**High-end:** \$7.54

#### On-the-Job Training

Previous work experience is usually not required. On-the-job training is typically provided.

**Above  
average**

“Put your heart, mind, intellect and soul even to your smallest acts. This is the secret to success.”

-Swami Sivanada

# Health Services

## Take the first step...

Health service careers require that you are comfortable working with the public, detail-oriented and compassionate. Many of these occupations require professional degrees which take six or more years of school. Careers in this group range from surgeons and occupational therapists to veterinary assistants and home health aides. If jobs in this field are of interest to you, make the most of the resources you have in your *own* school. Start thinking about taking courses in subjects that draw your attention.



### **Thinking of a career in this field? Consider taking the following courses:**

Advanced/Technical Algebra  
Anatomy  
Biology  
Calculus  
Chemistry  
Dietetics/Nutrition  
Psychology  
Research Methods  
Research Writing  
Sociology  
Statistics  
Technical Writing

Take a look at this section for job descriptions, wage data, growth information and educational requirements for health services careers.

**Pave your own path!**



## Health Careers

### Caregiving

#### Occupation

#### Wages

#### Education

#### Ten-year Job Growth

##### Anesthesiologists

Administer anesthesia during surgery or other surgical or medical procedures.  
Number employed: 430

**Low-end:** \$24.39

**Median:** \$53.15

**High-end:** >\$70.00

##### 8 or More Years

All workers receive a bachelor's degree, then complete 4 years of medical school and 3 years of residency. Must also be licensed.

**Average**

##### Audiologists

Assess and treat persons with hearing and related disorders. May fit hearing aids or offer auditory training.  
Number employed: 140

**Low-end:** \$13.07

**Median:** \$21.73

**High-end:** \$33.73

##### 6 Years/Master's Degree

A master's degree in speech-language pathology or audiology is the standard requirement.

**Above average**

##### Chiropractors

Adjust spinal column to correct physical abnormalities caused by interference with the nervous system.  
Number employed: 260

**Low-end:** \$42.76

**Median:** >\$70.00

**High-end:** >\$70.00

##### 6-8 Years

Most receive a bachelor's degree and then complete four years at a chiropractic college. Must obtain a license to practice.

**Average**

##### Dental Hygienists

Clean teeth and examine teeth, mouth, head and neck for signs of oral disease.  
Number employed: 1,420

**Low-end:** \$13.17

**Median:** \$23.47

**High-end:** \$26.65

##### 2 Years/Associate Degree

Most programs are 2 years, although a few are 4 years. Must also pass a licensing exam.

**Above average**

##### Dentists

Diagnose and treat diseases, injuries and malformations of teeth and gums.  
Number employed: Unavailable

**Low-end:** \$9.61

**Median:** >\$70.00

**High-end:** >\$70.00

##### 8 Years

Must receive a bachelor's degree, then complete 4 years at a dental school. Must also be licensed.

**Below average**

“All who have accomplished great things have had a great aim, have fixed their gaze on a goal which was high, one which sometimes seemed impossible.”

-Orison Sweet Marden





## Health Careers

### Caregiving (cont.)

#### Occupation

#### Wages

#### Education

#### Ten-year Job Growth

##### Dietitians & Nutritionists

Conduct food service or nutritional programs to promote health and control disease. May work in cafeterias, hospitals, or other organizations.  
Number employed: 630

**Low-end:** \$9.65  
**Median:** \$16.64  
**High-end:** \$25.86

##### 4 Years/ Bachelor's Degree

A college degree in dietetics or nutrition is required. A license, certification, or registration may be required depending upon the state.

**Average**

##### Emergency Medical Technicians & Paramedics

Assess injuries and administer emergency medical care to patients. May transport injured or sick persons to medical facilities.  
Number employed: 2,240

**Low-end:** \$7.23  
**Median:** \$11.12  
**High-end:** \$16.76

##### Less than 2 Years

Training varies from 1 month for basic EMTs to 2 years for paramedics.

**Above  
average**

##### Family & General Practitioners

Diagnose, treat and help prevent diseases and injuries in the general population.  
Number employed: 1,710

**Low-end:** \$17.21  
**Median:** \$61.35  
**High-end:** >\$70.00

##### 8 or More Years

Most get a 4-year degree, then complete 4 years of medical school and 3 years of residency. Must also be licensed.

**Average**

##### Licensed Practical & Vocational Nurses

Care for ill, injured or disabled persons. May work in hospitals, nursing homes, clinics, private homes or group homes.  
Number employed: 16,380

**Low-end:** \$9.26  
**Median:** \$12.04  
**High-end:** \$15.88

##### Less than 2 Years

Most training programs take 9-12 months. LPNs must also pass a licensing exam.

**Average**

##### Pharmacists

Dispense drugs prescribed by physicians and other health practitioners. Provide information to patients about medications and their use.  
Number employed: 3,670

**Low-end:** \$20.81  
**Median:** \$30.99  
**High-end:** \$40.42

##### 6 or More Years

Completion of a 2-year college pharmacy program, a 4-year Pharm.D program, a license and an internship are generally required.

**Below  
average**



## Health Careers

### Caregiving (cont.)

Occupation	Wages	Education	Ten-year Job Growth
<b>Physician Assistants</b> Provide health care services typically performed by a physician. May conduct complete physicals, offer tentative diagnoses and provide treatment. Number employed: 450	<b>Low-end:</b> \$7.25 <b>Median:</b> \$12.20 <b>High-end:</b> \$47.94	<b>4 Years/Bachelor's Degree</b> Most have a 4-year degree, then complete a 2-year PA program. Must also pass certification exams.	<b>Above average</b>
<b>Psychiatrists</b> Diagnose, treat and help prevent disorders of the mind. May work in a hospital, clinic or other medical settings. Number employed: 60	<b>Low-end:</b> \$6.69 <b>Median:</b> >\$70.00 <b>High-end:</b> >\$70.00	<b>8 or More Years</b> Most have a 4-year college degree, then complete a 4-year joint M.D./Ph.D program and 3 years of residency. Must also be licensed.	<b>Average</b>
<b>Registered Nurses</b> Assess patient health problems and needs. Develop nursing programs and give direct patient care to elderly, disabled, sick, or injured patients. Number employed: 34,340	<b>Low-end:</b> \$14.37 <b>Median:</b> \$20.04 <b>High-end:</b> \$27.16	<b>Bachelor's/Associate Degree</b> RNs can get 2-year associate degrees or 4-year bachelor degrees. Must also pass licensing exam.	<b>Average</b>
<b>Surgeons</b> Treat diseases, injuries and deformities using invasive surgical procedures. Number employed: 360	<b>Low-end:</b> \$68.66 <b>Median:</b> >\$70.00 <b>High-end:</b> >\$70.00	<b>8 or More Years</b> Most have a 4-year degree, then complete 4 years of medical school and 3 years of residency. Must also be licensed.	<b>Average</b>
<b>Veterinarians</b> Diagnose and treat illnesses or injuries of animals. May involve treating animals directly or conducting research on animal diseases. Number employed: 430	<b>Low-end:</b> \$14.99 <b>Median:</b> \$21.30 <b>High-end:</b> \$34.83	<b>6 or More Years</b> Most complete at least 4 years of college and then complete 4 years of veterinary school.	<b>Above average</b>

“Life is not easy for any of us. But what of that? We must believe that we are gifted for something, and that this thing, at whatever cost, must be attained.”

-Marie Curie



## Health Careers

### Health Assistants

#### Occupation

#### Wages

#### Education

#### Ten-year Job Growth

#### Ambulance Drivers & Attendants

Drive ambulance or assist ambulance driver in transporting sick or injured persons to medical facilities. Assist in lifting patients.

Number employed: 240

**Low-end:** \$5.55

**Median:** \$6.76

**High-end:** \$8.49

#### On-the-Job Training

Most workers need little work experience and receive some on-the-job training.

**Above  
average**

#### Dental Assistants

Assist dentists in a variety of ways. May greet patients, prepare them for dental examination, set up equipment and keep records.

Number employed: 2,480

**Low-end:** \$6.52

**Median:** \$8.94

**High-end:** \$11.41

#### Varies

Dental assistants usually need 9-12 months of training, but on-the-job training is sometimes sufficient.

**Above  
average**

#### Home Health Aides

Provide personal healthcare to elderly, convalescent, or disabled persons. Duties may include bathing, dressing, or grooming patients.

Number employed: 4,710

**Low-end:** \$5.76

**Median:** \$7.82

**High-end:** \$12.95

#### Less than 2 Years

Generally, at least 75 hours of training at a technical college and passing a licensing exam is required.

**Above  
average**

#### Medical Assistants

Perform clerical and various clinical duties under the direction of a physician.

Number employed: 4,360

**Low-end:** \$7.07

**Median:** \$9.52

**High-end:** \$13.29

#### Less than 2 Years

Training varies from 9-24 months. Some workers are trained on the job.

**Above  
average**

#### Medical Transcriptionists

Use a machine with a headset and foot pedal to transcribe medical reports recorded by physicians and other health care professionals.

Number employed: 1,550

**Low-end:** \$7.37

**Median:** \$10.13

**High-end:** \$13.55

#### Less than 2 Years

Training at a post-secondary institution is required. A 2-year associate degree is recommended.

**Above  
average**



## Health Careers

### Health Assistants (cont.)

Occupation	Wages	Education	Ten-year Job Growth
<b>Nursing Aides, Orderlies &amp; Attendants</b> Provide basic patient care under the supervision of nursing staff. Perform duties such as feeding, bathing, dressing, grooming, or moving patients. Number employed: 26,330	<b>Low-end:</b> \$5.50 <b>Median:</b> \$6.40 <b>High-end:</b> \$8.38	<b>Less than 2 Years</b> Need 75 hours of training. Must pass an exam and register with the state. Training is offered in some high schools and vocational institutes.	<b>Average</b>
<b>Occupational Therapist Assistants</b> Assist occupational therapists in providing therapy treatments and procedures. May assist with treatment plans and keep records. Number employed: 160	<b>Low-end:</b> \$14.09 <b>Median:</b> \$19.41 <b>High-end:</b> \$26.19	<b>2 Years/Associate Degree</b> An associate degree or vocational certification is required. Graduates must also pass a national exam.	<b>Above average</b>
<b>Personal &amp; Home Care Aides</b> Assist elderly or disabled adults with daily living activities. Work in homes or in non-residential facilities. May keep house or prepare meals. Number employed: 5,840	<b>Low-end:</b> \$5.41 <b>Median:</b> \$6.17 <b>High-end:</b> \$7.48	<b>Varies</b> Some post-secondary training is usually required. On-the-job training is generally provided.	<b>Above average</b>
<b>Physical Therapist Assistants</b> Assist physical therapists with treatments and procedures as directed. May involve working with patients and keeping medical records. Number employed: 580	<b>Low-end:</b> \$5.94 <b>Median:</b> \$9.54 <b>High-end:</b> \$20.90	<b>Varies</b> Formal training is usually required. An associate degree is not required, but is often helpful.	<b>Above average</b>
<b>Veterinary Assistants &amp; Lab Animal Caretakers</b> Veterinary assistants feed, water and examine animals for signs of disease or injury. Lab animal caretakers disinfect cages and sterilize lab equipment. Number employed: 870	<b>Low-end:</b> \$5.53 <b>Median:</b> \$6.75 <b>High-end:</b> \$10.06	<b>Varies</b> Most VAs complete a 2-year technical program. Most animal caretakers train on the job or obtain a 2-year degree.	<b>Above average</b>

“Ability is what you are capable of doing. Motivation determines what you do. Attitude determines how well you do it.”

-Anonymous



## Health Careers

### Health Technicians & Therapists

#### Occupation

#### Wages

#### Education

#### Ten-year Job Growth

##### Dispensing Opticians

Design, measure, fit and adapt lenses and frames for clients according to written instructions. Also assist clients with selecting frames.  
Number employed: 1,060

**Low-end:** \$6.16  
**Median:** \$8.93  
**High-end:** \$12.87

**Varies**  
Usually need to have 1-2 years of formal training, but some opticians are trained on the job.

**Average**

##### Massage Therapists

Massage customers for hygienic or remedial purposes. May work in hospitals, spas, health clubs, or salons.  
Number employed: 80

**Low-end:** \$6.90  
**Median:** \$11.26  
**High-end:** \$17.07

**Less than Two Years**  
Most workers have received post-secondary education at a vocational school. Must also be licensed.

**Above average**

##### Medical & Clinical Laboratory Technologists

Perform complex medical laboratory tests for diagnosis, treatment and prevention of disease.  
Number employed: 2,910

**Low-end:** \$10.71  
**Median:** \$17.53  
**High-end:** \$23.31

**Varies**  
May obtain an associate's degree or certification from a hospital. A bachelor's degree is a plus.

**Average**

##### Medical Records & Information Technicians

Compile, process and maintain records of hospital and clinic patients. Work according to medical/legal requirements of the health care system.  
Number employed: 2,200

**Low-end:** \$6.49  
**Median:** \$9.78  
**High-end:** \$17.42

**Associate Degree**  
An associate degree from a community college is usually required.

**Above average**

##### Nuclear Medicine Technologists

Prepare, administer and measure radioactive isotopes. Prepare stock solutions of radioactive materials to be administered by radiologists.  
Number employed: 210

**Low-end:** \$15.96  
**Median:** \$20.54  
**High-end:** \$26.33

**Varies**  
Training ranges from 1-4 years and can include anything from a certification to a bachelor's degree.

**Average**

##### Occupational Therapists

Assess, plan and organize rehabilitative programs for disabled persons. Help the disabled restore vocational and daily living skills and independence.  
Number employed: 970

**Low-end:** \$13.79  
**Median:** \$24.99  
**High-end:** \$34.43

**4 Years/Bachelor's Degree**  
A bachelor's degree in occupational therapy, licensing, and passing a national exam is required.

**Above average**

##### Pharmacy Technicians

Prepare medications under the direction of a pharmacist. Measure and record medication amounts or dosages.  
Number employed: 2,530

**Low-end:** \$6.12  
**Median:** \$8.53  
**High-end:** \$11.74

**Varies**  
Post-secondary training is not required but is very helpful. Most employers provide on-the-job training.

**Average**



## Health Careers

### Health Technicians & Therapists (cont.)

#### Occupation

#### Wages

#### Education

#### Ten-year Job Growth

##### Physical Therapists

Work with patients who suffer from disease and injury. Plan and organize programs that improve mobility, relieve pain, or increase strength.  
Number employed: 1,610

**Low-end:** \$18.21

**Median:** \$28.41

**High-end:** \$51.80

##### 6 or More Years

A bachelor's degree and completion of a 2-4 year PT educational program is the minimum requirement. Licensing is also required.

**Above  
average**

##### Psychiatric Technicians

Care for mentally or emotionally impaired individuals, following physician instructions. May also monitor patients' physical and emotional well-being.  
Number employed: 840

**Low-end:** \$5.78

**Median:** \$7.90

**High-end:** \$10.70

##### 2 Years/Associate Degree

Most programs are 2 years and include courses in psychology and medical terminology.

**Below  
average**

##### Radiologic Technologists & Technicians

Take X-rays and cat scans. Administer non-radioactive materials into patients' blood stream to diagnose disorders or conditions.  
Number employed: 3,220

**Low-end:** \$10.51

**Median:** \$14.90

**High-end:** \$20.24

##### Varies

Completion of a 2-year associate's degree program is most prevalent. An advanced degree is important for supervisory or teaching positions.

**Average**

##### Recreational Therapists

Plan, direct, or coordinate medically-approved recreation programs for patients. May work in hospitals, nursing homes, or other institutions.  
Number employed: 400

**Low-end:** \$6.51

**Median:** \$11.52

**High-end:** \$16.70

##### 4 Years/Bachelor's Degree

A bachelor's degree and licensing are usually required.

**Below  
average**

##### Respiratory Therapists

Diagnose and treat patients with breathing disorders.  
Number employed: 1,680

**Low-end:** \$12.35

**Median:** \$16.68

**High-end:** \$21.11

##### Associate Degree

An associate or bachelor's degree in respiratory therapy and certification are required.

**Above  
average**

##### Speech-Language Pathologists

Assess and treat persons with speech, language, voice and fluency disorders.  
Number employed: 680

**Low-end:** \$15.39

**Median:** \$21.70

**High-end:** \$36.45

##### 6 Years/Master's Degree

A master's degree, clinical experience, and passing a national exam are required.

**Above  
average**

##### Surgical Technologists

Assist in operations under the supervision of surgeons, nurses, or other surgical personnel.  
Number employed: 1,090

**Low-end:** \$8.82

**Median:** \$12.03

**High-end:** \$16.57

##### Less than 2 Years

Programs last from 9-24 months. Education or certification may be completed at a university, vocational school, or a hospital.

**Above  
average**

# Human Services

## Take the first step...

People in human service fields play a very important role as this field includes teachers, clergy, social workers and counselors. These people are important because they help to mold and transform lives. A strong desire to help people is a plus in this line of work. If jobs in this field are of interest to you, make the most of the resources you have in your *own* school. Start thinking about taking courses in subjects that draw your attention.



**Thinking of a career  
in this field?  
Consider taking the  
following courses:**

Biology  
Child Development  
Home Economics  
Psychology  
Public Speaking  
Sociology

Take a look at this section for job descriptions, wage data, growth information and educational requirements for human services careers.

**Pave your own path!**



# Human Services Careers

## Social & Personal Services

### Occupation

### Wages

### Education

### Ten-year Job Growth

#### Child Care Workers

Attend to children in schools, businesses, private households, or child care institutions.  
Number employed: 4,430

**Low-end:** \$5.39

**Median:** \$6.19

**High-end:** \$7.79

#### Varies

Some workers receive on-the-job training. Attending a 1-2 year program is a plus. Licensing requirements vary from state to state.

**Above average**

#### Child, Family & School Social Workers

Provide social services to improve the social, psychological and academic functioning of children. Work with families to improve well-being.  
Number employed: 1,880

**Low-end:** \$9.05

**Median:** \$14.41

**High-end:** \$21.78

#### 4-6 Years

While a bachelor's degree is the minimum requirement, a master's degree in social work has become the standard for many positions.

**Above average**

#### Clergy

Conduct religious worship and perform other spiritual services, such as counseling or visiting church members at home or in the hospital.  
Number employed: 160

**Low-end:** \$7.16

**Median:** \$16.53

**High-end:** \$25.54

#### Varies

A bachelor's degree and a graduate-level program of theological study may be required. Requirements depend on the denomination.

**Average**

#### Hairdressers, Hairstylists & Cosmetologists

Provide beauty services, such as cutting and styling hair. May also apply makeup or provide nail and skin care services.  
Number employed: 3,560

**Low-end:** \$5.91

**Median:** \$8.49

**High-end:** \$15.97

#### Licensing

Employees must be licensed by the state in which they work. Most programs last 6-12 months.

**Average**

#### Manicurists & Pedicurists

Clean and shape customers' fingernails and toenails. May polish or decorate nails.  
Number employed: 310

**Low-end:** \$5.63

**Median:** \$7.13

**High-end:** \$8.74

#### Licensing

Most receive training at private or technical schools for a few months. Licensing is required.

**Above average**

#### Medical & Public Health Social Workers

Provide persons or families with the psychosocial support needed to cope with chronic, acute, or terminal conditions or illness.  
Number employed: 1,820

**Low-end:** \$6.30

**Median:** \$14.30

**High-end:** \$22.09

#### 4-6 Years

While a bachelor's degree is the minimum requirement, a master's degree in social work has become the standard for many positions.

**Above average**





## Human Services Careers

### Social & Personal Services (cont.)

Occupation	Wages	Education	Ten-year Job Growth
<b>Mental Health Counselors</b> Work with individuals and groups to promote optimum mental health. Number employed: 960	<b>Low-end:</b> \$7.50 <b>Median:</b> \$12.45 <b>High-end:</b> \$22.44	<b>6 Years/Master's Degree</b> A master's degree in mental health counseling, 2 years post-master's experience, and passing a written exam are generally required.	<b>Above average</b>
<b>Recreation Workers</b> Organize and conduct recreation activities with groups. Work in public, private, or volunteer agencies or recreation facilities. Number employed: 2,720	<b>Low-end:</b> \$5.58 <b>Median:</b> \$6.74 <b>High-end:</b> \$10.50	<b>On-the-Job Training</b> Most receive short-term on-the-job training. Related associate and bachelor's degrees are also available.	<b>Average</b>
<b>Residential Advisors</b> Coordinate activities for residents of boarding schools, college fraternities or sororities, college dorms, or similar types of establishments. Number employed: 210	<b>Low-end:</b> \$5.55 <b>Median:</b> \$7.89 <b>High-end:</b> \$15.67	<b>Varies</b> Moderate on-the-job training is required. Some positions require more formal training depending on the job duties.	<b>Above average</b>
<b>Social &amp; Human Service Assistants</b> Assist professionals from a wide variety of fields to provide client services. May help clients find or obtain benefits and social services. Number employed: 2,900	<b>Low-end:</b> \$5.71 <b>Median:</b> \$8.03 <b>High-end:</b> \$12.55	<b>Varies</b> An associate degree in social work or human services may be required. However, some employers require no formal training.	<b>Above average</b>
<b>Substance Abuse/Behavior Disorder Counselors</b> Counsel people with alcohol, drug, or other problems. Work in private practice, at a clinic or other agency. Number employed: 1,620	<b>Low-end:</b> \$8.37 <b>Median:</b> \$13.05 <b>High-end:</b> \$19.49	<b>4-6 Years</b> A bachelor's and/or master's degree is preferred. Licensing is required.	<b>Above average</b>

“To give real service you must add something which cannot be bought or measured with money, and that is sincerity and integrity.”

-Donald A. Adams



# Human Services Careers

## Education & Training Services

Occupation	Wages	Education	Ten-year Job Growth
<b>Educational, Vocational &amp; School Counselors</b> Counsel individuals, including school-age children, on personal or educational problems. Number employed: 5,100	<b>Low-end:</b> \$12.31 <b>Median:</b> \$17.75 <b>High-end:</b> \$22.33	<b>6 Years/Master's Degree</b> A master's degree is required. Workers in this occupation also need to be certified.	<b>Average</b>
<b>Elementary &amp; High School Principals</b> Plan, direct or coordinate the activities of elementary or high schools. Work with students, plan academic programs and communicate with parents. Number employed: 4,450	<b>Low-end:</b> \$38,720 <b>Median:</b> \$51,430 <b>High-end:</b> \$68,120	<b>6 Years/Master's Degree</b> A master's degree in education administration, teaching experience, and a license are required.	<b>Average</b>
<b>Elementary School Teachers</b> Teach pupils basic academic and social skills. Communicate with parents and administrators about students' progress. Number employed: 30,870	<b>Low-end:</b> \$24,250 <b>Median:</b> \$32,180 <b>High-end:</b> \$42,400	<b>4 Years/Bachelor's Degree</b> A bachelor's degree in elementary education is required. Licensing is also required.	<b>Average</b>
<b>High School Teachers</b> Teach students at the high school level. Requires specialization in one or more subjects, such as English, Math or Social Studies. Number employed: 12,620	<b>Low-end:</b> \$23,880 <b>Median:</b> \$32,690 <b>High-end:</b> \$42,910	<b>4 Years/Bachelor's Degree</b> A bachelor's degree in secondary education is required. High school teachers also need to be licensed by the state.	<b>Average</b>
<b>Kindergarten Teachers</b> Teach students about a variety of subjects, including personal hygiene, music and science. Ensure students' safety. Number employment: 3,150	<b>Low-end:</b> \$24,290 <b>Median:</b> \$32,990 <b>High-end:</b> \$42,870	<b>4 Years/Bachelor's Degree</b> A bachelor's degree in education is required. Kindergarten teachers also need to be licensed by the state.	<b>Average</b>



## Human Services Careers

### Education & Training Services (cont.)

Occupation	Wages	Education	Ten-year Job Growth
<b>Librarians</b> Work in public libraries and other settings where information needs to be coordinated. Select, classify, circulate and maintain library materials. Number employed: 2,450	<b>Low-end:</b> \$10.34 <b>Median:</b> \$17.23 <b>High-end:</b> \$21.21	<b>6 Years/Master's Degree</b> A master's degree in Library Science (MLS) is usually required.	<b>Below average</b>
<b>Middle School Teachers</b> Teach students in one or more subjects at the middle school or junior high level. May require specialized knowledge of particular subjects. Number employed: 130	<b>Low-end:</b> \$15,320 <b>Median:</b> \$20,660 <b>High-end:</b> \$27,970	<b>4 Years/Bachelor's Degree</b> A bachelor's degree in education is required. Middle school teachers are also required to be licensed.	<b>Average</b>
<b>Post-Secondary Education Administrators</b> Plan, direct, or coordinate the activities of colleges and universities. Oversee research, instruction, student services and other educational activities. Number employed: 1,520	<b>Low-end:</b> \$13.23 <b>Median:</b> \$21.81 <b>High-end:</b> \$40.68	<b>Doctorate Degree</b> A doctorate degree is required, and most of these workers start out as professors in their specialty area.	<b>Average</b>
<b>Preschool Education Administrators</b> Direct and coordinate the activities of preschool and child care center programs. May work directly with children or oversee child care programs. Number employed: 200	<b>Low-end:</b> \$7.80 <b>Median:</b> \$12.19 <b>High-end:</b> \$23.58	<b>6 Years/Master's Degree</b> A master's degree in education administration and/or early childhood development is required. Licensing is required.	<b>Average</b>

“Teaching is the highest form of understanding.”

-Aristotle



## Human Services Careers

### Education & Training Services (cont.)

Occupation	Wages	Education	Ten-year Job Growth
<b>Preschool Teachers</b> Instruct young children. Coordinate activities that promote social, physical and intellectual growth so children are prepared for primary school. Number employed: 3,980	<b>Low-end:</b> \$5.68 <b>Median:</b> \$7.94 <b>High-end:</b> \$13.77	<b>4 Years/Bachelor's Degree</b> Teachers must have at least a bachelor's degree and be licensed by the state.	<b>Above average</b>
<b>Special Education Teachers, Middle School</b> Teach middle school students who are mentally, emotionally and/or physically handicapped. Number employed: 4,980	<b>Low-end:</b> \$24,370 <b>Median:</b> \$30,150 <b>High-end:</b> \$36,450	<b>4 Years/Bachelor's Degree</b> A bachelor's degree in special education is required. Special education teachers also need to be licensed by the state.	<b>Above average</b>
<b>Special Education Teachers, High School</b> Teach high school subjects to mentally, emotionally and/or physically handicapped students. Number employed: 3,660	<b>Low-end:</b> \$26,510 <b>Median:</b> \$38,620 <b>High-end:</b> \$45,350	<b>4 Years/Bachelor's Degree</b> A bachelor's degree in special education is required. Special education teachers also need to be licensed by the state.	<b>Above average</b>
<b>Teacher Assistants</b> Assist teachers in the classroom. May prepare lesson plans, assist with grading, or communicate with parents, under the supervision of the teacher. Number employed: 15,690	<b>Low-end:</b> \$11,370 <b>Median:</b> \$13,050 <b>High-end:</b> \$16,550	<b>Varies</b> Some aides receive on-the-job training and some have college training. An associate or bachelor's degree is sometimes required.	<b>Above average</b>

“The secret of joy in work is contained in one word - excellence. To know how to do something well is to enjoy it.”

-Pearl S. Buck

# Law & Public Administration

## Take the first step...

Law and public administration careers are vital to the existence of an efficient, effective and democratic government and society. Careers in this group range from lawyers to fire fighters. If jobs in this field are of interest to you, make the most of the resources you have in your *own* school. Start thinking about taking courses in subjects that draw your attention.



### **Thinking of a career in this field? Consider taking the following courses:**

- American Government
- Civics
- Civil Law
- Criminology
- Free Enterprise
- Foreign Languages
- Psychology
- Public Speaking
- Sociology
- Speech or Debate

Take a look at this section for job descriptions, wage data, growth information and educational requirements for law and public administration careers.

**Pave your own path!**



# Law & Public Administration Careers

## Law & Public Safety

### Occupation

### Wages

### Education

### Ten-year Job Growth

#### Correctional Officers & Jailers

Guard inmates in prisons or rehabilitation institutions. Work in accordance with established laws and procedures.

Number employed: 8,620

**Low-end:** \$7.07

**Median:** \$9.66

**High-end:** \$14.89

#### Less than 2 Years

Most employers want people with some college experience. May have to pass written and physical tests.

**Above  
average**

#### Detectives & Criminal Investigators

Investigate or prevent crimes. Crimes may involve suspected violations of federal, state, or local laws.

Number employed: 2,340

**Low-end:** \$10.59

**Median:** \$15.35

**High-end:** \$30.74

#### Varies

Some are high school graduates, while others have college degrees. Most have experience in policing, military, or legal fields.

**Above  
average**

#### Fire Fighters

Control and extinguish fires. Respond to emergencies where life, property, or the environment is at risk.

Number employed: 3,550

**Low-end:** \$7.46

**Median:** \$11.81

**High-end:** \$22.63

#### Varies

Most training is on-the-job. Community college training in fire science is a plus. Must also pass a physical exam.

**Average**

#### Gaming Surveillance Officers & Investigators

Oversee activities in a casino. Act as a security agent for management and customers.

Number employed: 1,480

**Low-end:** \$7.35

**Median:** \$9.54

**High-end:** \$13.78

#### Varies

Some training beyond high school is required. Security experience is also helpful in this occupation.

**Above  
average**



## Law & Public Administration Careers

### Law & Public Safety (cont.)

Occupation	Wages	Education	Ten-year Job Growth
<b>Judges &amp; Magistrates</b> Advise litigants and make legal rulings in a court of law. Number employed: 270	<b>Low-end:</b> \$9.29* <b>Median:</b> \$41.71* <b>High-end:</b> \$64.74* <small>*National wages</small>	<b>6 or More Years</b> A bachelor's degree, a law degree and work experience are usually required. Some are lawyers and some are appointed by federal agencies.	<b>Below average</b>
<b>Law Clerks</b> Assist lawyers or judges by researching legal documents. May summarize court cases, meet with clients, or assist lawyers and judges in court. Number employed: 690	<b>Low-end:</b> \$6.75 <b>Median:</b> \$13.47 <b>High-end:</b> \$22.70	<b>4 Years/Bachelor's Degree</b> A bachelor's degree is required. Experience is a plus.	<b>Below average</b>
<b>Lawyers</b> Represent clients in criminal or civil law suits or other legal proceedings. Draw up legal documents and advise clients on legal rules or transactions. Number employed: 6,340	<b>Low-end:</b> \$15.52 <b>Median:</b> \$39.85 <b>High-end:</b> >\$70.00	<b>7 or More Years</b> A bachelor's degree, a law degree and successful completion of the bar exam are required.	<b>Average</b>
<b>Police &amp; Sheriff's Patrol Officers</b> Maintain order and ensure public safety. Enforce laws and ordinances, and protect life and property in an assigned patrol district. Number employed: 10,870	<b>Low-end:</b> \$6.95 <b>Median:</b> \$11.26 <b>High-end:</b> \$16.10	<b>Varies</b> Must be at least 20, a U.S. citizen and meet physical requirements. A written exam is required. Must also attend a police academy for training.	<b>Above average</b>

“I don't know the key to success, but the key to failure is trying to please everybody.”

-Bill Cosby



# Law & Public Administration Careers

## Law & Public Safety (cont.)

Occupation	Wages	Education	Ten-year Job Growth
<b>Private Detectives &amp; Investigators</b> Detect occurrences of illegal acts and behavior, or infractions of rules in private companies. Seek, examine and compile information for private clients. Number employed: 420	<b>Low-end:</b> \$7.62 <b>Median:</b> \$12.40 <b>High-end:</b> \$19.97	<b>Varies</b> There are no formal educational requirements. Many acquire a college (associate or bachelor's) degree in criminal justice or political science.	<b>Average</b>
<b>Security Guards</b> Guard, patrol, or monitor homes or businesses to prevent theft, violence, or other infractions of rules. Number employed: 17,620	<b>Low-end:</b> \$5.59 <b>Median:</b> \$6.98 <b>High-end:</b> \$10.87	<b>Varies</b> Armed guards are required to be licensed and must complete classroom training. Unarmed guards receive training on the job.	<b>Above average</b>
<b>Supervisors of Fire Fighting Workers</b> Supervise and coordinate the activities of fire fighting and fire prevention workers. Number employed: 1,440	<b>Low-end:</b> \$11.62 <b>Median:</b> \$16.67 <b>High-end:</b> \$25.68	<b>Varies</b> Most workers have on-the-job training, fire fighting experience, and have completed courses at a community or technical college.	<b>Average</b>
<b>Supervisors of Police &amp; Detectives</b> Supervise and coordinate the activities of members of the police force. Number employed: 1,750	<b>Low-end:</b> \$11.51 <b>Median:</b> \$17.69 <b>High-end:</b> \$27.66	<b>Varies</b> Most have police or detective training, plus related work experience.	<b>Average</b>

“Seventy percent of success in life is showing up.”

-Woody Allen



# Arts & Humanities

## Take the first step...

Skills associated with arts and humanities fields are great because they can be used in so many different ways. Careers in this group range from photographers to public relations specialists. If jobs in this field are of interest to you, make the most of the resources you have in your *own* school. Start thinking about taking courses in subjects that draw your attention.



### **Thinking of a career in this field? Consider taking the following courses:**

- Art
- Band/Choir
- Creative Writing
- Fashion or Interior Design
- Foreign Languages
- Graphic Design
- History
- Journalism
- Literature
- Music Theory
- Non-Fiction Reading
- Photography
- Speech/Debate
- Technical Writing
- Theater

Take a look at this section for job descriptions, wage data, growth information and educational requirements for arts and humanities careers.

**Pave your own path!**



## Arts & Humanities Careers

### Communications

#### Occupation

#### Wages

#### Education

#### Ten-year Job Growth

##### Announcers

Describe events or read a script on radio or TV. May make announcements over loudspeakers at sporting or other public events.  
Number employed: 840

**Low-end:** \$6.09  
**Median:** \$9.64  
**High-end:** \$23.79

**Varies**  
Formal training in broadcasting from a college or technical school is required.

**Below  
average**

##### Editors

Prepare material for publication. Perform a variety of duties such as laying out, indexing and revising the content of written material.  
Number employed: 750

**Low-end:** \$7.91  
**Median:** \$12.66  
**High-end:** \$22.87

**4 Years/Bachelor's Degree**  
A degree in communications, journalism, or English is preferred. An internship with a newspaper is a plus.

**Average**

##### News Analysts, Reporters & Correspondents

News analysts interpret and broadcast news. Reporters/correspondents collect and analyze facts about news events by interview or investigation.  
Number employed: 620

**Low-end:** \$6.50  
**Median:** \$11.40  
**High-end:** \$26.04

**4 Years/Bachelor's Degree**  
Most employers prefer those with a bachelor's degree in journalism, but other majors are considered.

**Below  
average**

##### Public Relations Specialists

Promote goodwill for individuals, groups, or organizations. Involves writing or selecting publicity material and releasing it to various media.  
Number employed: 720

**Low-end:** \$9.77  
**Median:** \$14.88  
**High-end:** \$30.28

**Varies**  
A college degree combined with public relations experience is a plus. On-the-job training may be provided.

**Average**

##### Technical Writers

Write technical material, such as equipment manuals, book appendices, or operating and maintenance instructions.  
Number employed: 100

**Low-end:** \$7.86  
**Median:** \$14.45  
**High-end:** \$26.58

**Varies**  
A degree in journalism or some knowledge about a specialized field is generally required.

**Average**

##### Writers & Authors

Write and edit written material such as scripts, stories, advertisements, magazine articles and other material.  
Number employed: 340

**Low-end:** \$7.58  
**Median:** \$11.44  
**High-end:** \$19.89

**4 Years/Bachelor's Degree**  
A degree in communications, journalism, or English is preferred. Related work experience is a plus.

**Average**

“Hide not your talents,  
they for use were made.  
What's a sundial in the shade?”

-Benjamin Franklin



# Arts & Humanities Careers

## Fine & Performing Arts

### Occupation

### Wages

### Education

### Ten-year Job Growth

#### Choreographers

Create or teach dances. May also direct presentations.  
Number employed: 150

**Low-end:** \$5.72  
**Median:** \$10.91  
**High-end:** \$25.80

**Varies**  
Training required varies depending upon the type of dance. Strenuous dance training may be required. Experience in theater is also a plus.

**Below average**

#### Commercial & Industrial Designers

Develop and design manufactured products such as cars, home appliances and children's toys.  
Number employed: Unavailable

**Low-end:** \$15.27  
**Median:** \$19.57  
**High-end:** \$22.13

**4 Years/Bachelor's Degree**  
A degree in design is required. A master's degree and completion of computer-aided design courses are generally helpful.

**Above average**

#### Dancers

Perform dances. May also involve other performance activities, like acting or singing.  
Number employed: 70

**Low-end:** \$5.63  
**Median:** \$8.61  
**High-end:** \$25.28

**Varies**  
Training required varies depending upon the type of dance. Strenuous dance training may be required. Knowledge of visual arts is helpful.

**Below average**

#### Fashion Designers

Design clothing or accessories.  
Number employed: Unavailable

**Low-end:** \$6.17  
**Median:** \$12.61  
**High-end:** \$20.02

**2-4 Years**  
A 2 or 4-year degree in design, with knowledge of fabrics, textiles, ornamentation and trends in the fashion world are required.

**Above average**

#### Floral Designers

Cut and arrange live, dried, or artificial flowers or plants. May design for weddings, funerals, or other events.  
Number employed: 910

**Low-end:** \$5.58  
**Median:** \$6.85  
**High-end:** \$10.37

**On-the-Job Training**  
Most are trained on the job. Vocational training in floral design is usually helpful.

**Average**

#### Graphic Designers

Design publications, brochures, or newsletters to meet business needs. May include designing logos, packaging, or displays.  
Number employed: 840

**Low-end:** \$8.59  
**Median:** \$11.77  
**High-end:** \$18.27

**4 Years/Bachelor's Degree**  
A degree in design is required. A master's degree and completion of computer-aided design courses may be helpful.

**Above average**

#### Interior Designers

Plan, design and furnish the interiors of homes, businesses, or industrial plants.  
Number employed: 540

**Low-end:** \$7.18  
**Median:** \$13.95  
**High-end:** \$24.95

**4 Years/Bachelor's Degree**  
A degree in interior design is required. Some states require licenses or registration. Membership in a professional association is a plus.

**Above average**

#### Photographers

Photograph people, subjects, merchandise, or other commercial products. May work in many settings and use different types of photographic equipment.  
Number employed: 820

**Low-end:** \$5.86  
**Median:** \$9.64  
**High-end:** \$17.35

**Varies**  
Most either get on-the-job training, complete a 1-2 year program at a technical college, or get a degree in photography at a university.

**Average**



## Arts & Humanities Careers

### Other Arts & Humanities

#### Occupation

#### Wages

#### Education

#### Ten-year Job Growth

##### Archivists, Curators & Museum Technicians

Archivists direct safekeeping of documents.  
Curators manage museums or conduct research.  
Museum technicians prepare specimens.  
Number employed: 170

**Low-end:** \$9.19  
**Median:** \$13.56  
**High-end:** \$19.30

##### 4-6 Years

A bachelor or master's degree and related work experience are usually required.

**Below average**

##### Audio & Video Equipment Technicians

Set up and operate microphones, sound speakers, projectors and similar types of equipment. May do this for concerts, sporting and other events.  
Number employed: 210

**Low-end:** \$8.31  
**Median:** \$11.37  
**High-end:** \$17.29

##### Varies

A college degree or other post-secondary degrees are helpful. Some employers train on the job.

**Average**

##### Broadcast Technicians

Set up, operate and maintain the electronic equipment used to transmit radio and TV programs.  
Number employed: 350

**Low-end:** \$5.69  
**Median:** \$8.14  
**High-end:** \$23.32

##### Varies

Training at a technical school, community college, or accredited university in broadcast technology or electronics is required.

**Below average**

##### TV, Video & Movie Camera Operators

Operate television, video, or motion picture camera. Photograph images or scenes for TV broadcasting, movies, or other media.  
Number employed: 380

**Low-end:** \$5.86  
**Median:** \$13.73  
**High-end:** \$16.67

##### On-the-Job Training

On-the-job training is provided. Formal post-secondary training and experience are helpful.

**Below average**

##### Radio Operators

Receive and transmit communications using radiotelegraph or radiotelephone equipment. Often requires knowledge of government regulations.  
Number employed: 150

**Low-end:** \$9.69  
**Median:** \$12.90  
**High-end:** \$19.79

##### On-the-Job Training

On-the job training is provided. No formal training or education is usually required.


**Below average**

“The wisest people follow their own direction.”

-Euripides

THEDESTINATION





*“Even if you’re on the  
**right track**, you’ll get  
**run over** if you just sit  
there.”*

-Will Rogers

# The **long** and **winding** road

Keeping stress to a minimum

## Have you ever heard this story?

One day an expert was speaking to a group of business students and, to drive home a point, used an illustration those students will never forget. He pulled out a one-gallon, wide-mouthed mason jar and set it on a table in front of him. Then he produced about a dozen fist-sized rocks and carefully placed them, one at a time, into the jar. When the jar was filled to the top and no more rocks would fit inside, he asked, "Is this jar full?" Everyone in the class said, "Yes." Then he said, "Really?" He reached under the table and pulled out a bucket of gravel. He dumped some gravel in and shook the jar, causing pieces of gravel to work themselves down into the spaces between the big rocks. Then he asked the group once more, "Is the jar full?" By this time the class was on to him. "Probably not," one of them answered. "Good!" he replied. He reached under the table and brought out a bucket of sand. He started dumping the sand in and it went into all the spaces left between the rocks and the gravel. Once more he asked the question, "Is this jar full?" "No!" the class shouted. Once again he said, "Good!" Then he grabbed a pitcher of water and began to pour it in until the jar was filled to the brim. Then he looked up at the class and asked, "What is the point of this illustration?" One eager beaver raised his hand and said, "The point is, no matter how full your schedule is, if you try really hard, you can always fit some more things into it!" "No," the speaker replied, "that's not the point. The point is, **if you don't put the big rocks in first, you'll never get them in at all.**"

Author Unknown

**Let's face it**, you've got a long road ahead of you. With sports practice, music lessons, weekend plans, and let's not forget about schoolwork, it's simply hard to do all this *and* prepare for future career plans. Well, don't get stressed out. Not only will you be miserable worrying about all the things you have to do, but you'll also become **less** productive, instead of more. Instead, put things into perspective. Think about how great it is to have the option of doing *anything* you choose. Then, figure out which activities are the most important in helping you achieve those goals. If you're not really sure, try this little exercise: make a list of everything you did yesterday. Then, pause and reflect: which of those things were really important to you? Which got you closer to achieving your goals in life? Which took you further away? Remember, life is short, so live the life that *you've* imagined.

## So, what's the moral?

**You should figure out** what's most important to you and do those things first. It's not always about trying hard to cram everything you possibly can into your schedule. Instead, effective time management is the key. Getting stressed about meeting deadlines is not going to make you more effective. Prioritize your life, put your best foot forward, relax and enjoy the ride.

# “I just **work** here”

the difference between a job and a career

**Ten years from now**, you'll probably be waking up every morning and getting ready for work. Can you see yourself looking forward to your day, or do you think you'll be dreading getting out of bed to put in another eight hours someplace you hate?

The kind of work you choose to do for the rest of your life is really important in terms of financial, mental and emotional stability. When you begin working full-time, you'll wind up spending over 2,000 hours at work each year. With the exception of sleeping, you'll spend more time at work than at **any other activity**. Now ask yourself: would you rather have a job or a career?

Jobs and careers are two very different things. Jobs are a means to an end. A job can help you pay for your wants and needs, but doesn't require as much effort or planning as a career. Jobs are less stressful and give you more time to pursue leisure activities. If your real passion in life is something you can't make a living at (like, say, skydiving), you're going to want plenty of time outside of work to focus on it. In that case, you might want a job just to help you pay the bills and save your energy for your real passion. A career, on the other hand, is something you build over a lifetime. A career should excite you, allow you to use your best skills and talents and fit with your lifestyle. Careers take energy and effort.

And let's not forget, some "jobs" are high-paying, while some "careers" will barely keep you out of debt. The difference between a job and a career isn't necessarily financial; it's your **attitude** toward what you do. Are you building a future or are you collecting a paycheck? Are you achieving a long-term goal or are you just hanging on until the weekend?

Rewarding careers don't usually come from taking the path of least resistance. They come

Rewarding careers  
don't usually come  
from taking  
the path of least  
resistance.

from planning, listening to role models and finding related jobs that, over time, help you achieve your professional goals. If a career is what you want, you should think about how each job you take will help you get there. Start with your summer or after-school job. Are you gaining any skills that could help you in your future career? If not, maybe it's time to rethink things.

Choosing between a job and a career is a big decision. Take a good look at yourself. What's important to you? How do you like to spend your time? How much money will you need to enjoy life? By thinking about these things now, you'll be better able to prepare more for your dream career *or* dream job. Understanding the differences between a job and a career may affect the way you view work and the path that you will ultimately take. Whatever you decide, take the right steps along the way to get you where you want to be.



# smarter by degree

## Your options for education and training after high school

No matter what field you choose, you won't stop learning after high school. Most jobs—and *all* careers—require more than a high school diploma. Check out your options:

### Short-term Training or Certification

includes anything from on-the-job training to a short certification program at a college or technical school. Your employer might offer training or you might have to complete a program before starting the job. Some jobs that require short-term training or certification are: *certified nursing assistants, truck drivers, carpenter helpers and legal assistants.*

### an Associate Degree

involves about two years at a community college or technical school after high school. *Police officers, physical therapy assistants, computer support specialists and paralegals* all usually need associate degrees.

## Okay, but does education pay off?

here's what the numbers say:



### a Bachelor's Degree

is a four-year degree from a college or university. A "B.A." is a bachelor of *arts* (usually awarded in arts and humanities) and a "B.S." is a bachelor of *science* (usually awarded in science and math fields). *Computer scientists, special education teachers, registered nurses, and hotel managers* usually need bachelor's degrees.

### a Master's Degree

requires two more years of school beyond a bachelor's degree. Some examples of jobs that require a master's degree are: *physical therapists, engineering managers, social workers and chemists.*

### a Doctorate Degree

also called a Ph.D., a doctorate requires at least four years of study beyond a bachelor's degree. Typically, *college professors, economists and medical researchers* all need doctorate degrees.

### a Professional Degree

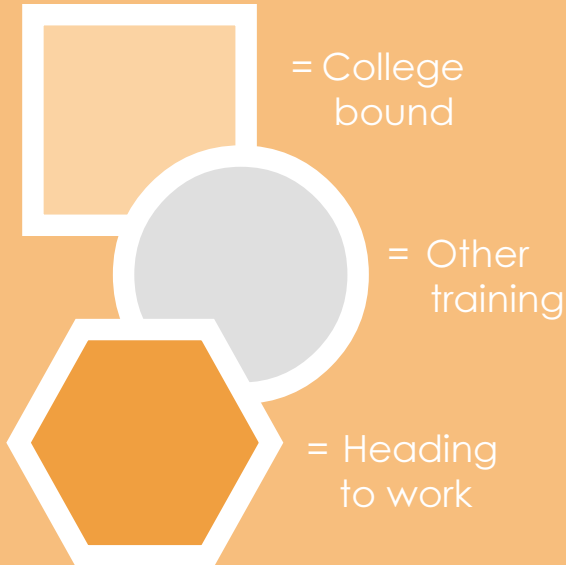
generally requires at least three years of school after a bachelor's degree. All types of *lawyers and doctors* must have professional degrees.



# on your mark!

## your senior year calendar

Senior year isn't just about coasting until graduation. You should also be thinking about life *after* high school. Whether you're planning on college, alternative training, or work, this calendar should help you to mark off important dates along the way.



### September

**College bound?** Now's the time to explore schools you're interested in. Get application forms and financial aid information. Be sure to check admissions standards, and ask your school counselor how to send transcripts and test scores. Make a list of the pros and cons for each school.

#### Considering training other than college?

Envision yourself a year from now. Where do you want to be? What field(s) interest you? Get some exposure by volunteering or working at a part-time job in a field you're considering. Learn as much as you can about the training or certification required.

**Going to work?** You have some big decisions to ponder, too. Explore your options. Take an interest assessment test to help you decide what you want to do. Start thinking about what type of organization you'd like to work for. Talk to a career counselor or people in the field(s) you're interested in to get a better sense of what they do.

### October

Time to visit the schools on your list, if possible. (If you're considering an out-of-state school, you may have already done this.) Be aware of any early decision/early action deadlines—they come up fast!

Okay, it's time to get serious. Start thinking about how you want your training to fit in with your career goals. Talk to your school counselor. Do you need to complete one course, a short certification program, or an associate (2-year) degree? Write down your goals and what you hope your training will help you accomplish.

Assess your strengths! Make a list of your experiences, activities and accomplishments. Write down any jobs you've held, including babysitting or lawn-mowing. Also, let's be realistic—there are things you hate to do, right? Write them down, too. Remember, you want to find a job that's a good match with your personality.

### November

Start working on any writing samples or essays you'll need to send to each school. Ask parents, teachers, counselors, or friends to read over your work. Then, plan a realistic budget to determine whether or not you'll need financial aid.

Plan your schedule for the spring. Sign up for classes in subjects that will give you some good preparation for your training program. You'll be all the more prepared to succeed, and taking a class or two might help you realize what you like or don't like about a certain field.

Plan to take classes this spring in subjects that will help you on your job. (Want to be a home health aide? Take a health class. Plan to work in construction? Take an industrial arts class.) If you're not sure which classes to take, talk to a teacher or a school counselor about your plans and ask for some advice.

## December

Will you be applying for financial aid? Be sure to get a FAFSA (Free Application for Federal Student Aid) form. Make sure your test scores are being sent to the right schools, and get your applications off in time for early decision deadlines.

Start your school research! Locate schools that have the training programs you need. Make visits to those schools and learn everything you need to know about admissions requirements. Will you need to supply transcripts or test scores? If so, talk to your school counselor about how.

Use Christmas vacation to build that resumé. Find a part-time job that enhances your skills and gives you valuable experience.

## January

Finish your applications! Mail them early enough to meet your deadlines—allow at least a week for snail mail.

Regroup! Make a list of all the deadlines you need to watch for as you apply for entrance into your chosen program(s). If you need writing samples or a portfolio, start putting that together. Be sure to have someone else look over it, too.

Work out a budget for yourself. Be sure to write down all your expenses—and don't forget incidentals like toiletries, dry cleaning, and gas money. How much will you need to earn every month to cover your bills?

## February

Now's the time to get serious about financial aid. Complete those FAFSA forms, and mail them in to your selected schools. This is especially important if you're going to be applying for TOPS (Tuition Opportunity Program for Students) money.

Work on completing and mailing your application(s), keeping deadlines in mind.

Get serious about your resumé. Check out books and Internet resources on resumé-writing (especially LDOL's *Career Compass*). But before committing one word to paper, ask yourself: *what do I really want my resumé to say about me?* When you're finished, make sure it does.

## March

Check the mail! You should start hearing back from schools soon. If you've applied for financial aid, you may receive a Student Aid Report in response to your application, so keep an eye out for that, too.

Complete applications material and watch your mail.

Complete your resumé. Start learning about potential employers. Talk to people, go on-line, or knock on doors. Remember, before you apply for a job, you should know as much as possible about the employer. What does the company do? How large is it? Is it a non-profit, a state agency, or a private company?

## April

Wait until you hear from your preferred school before declining any offers. Be sure your financial aid application goes out by April 15, in time for the TOPS deadline.

Take a breath!

Before school's out, contact people who can be your references. Teachers, coaches and guidance counselors are good choices. Be sure to get their permission, and get a phone number where they can be reached during the summer.

## May

Notify your chosen school, and make sure your final transcript gets there for their records. If you decline other offers, be sure to do it in writing.

Get ready—your training might start before the fall. Figure out what courses you'll be taking and map out your schedule. Last September, you thought about where you wanted to be in a year. Are you closer to your goal?

Start pounding the pavement! Craft cover letters and practice interviewing. Above all, don't take any job that comes along. Your job is 8 hours out of your day, 40 hours out of your week, 160 hours out of your month, and 2,000 hours out of your year! You want to find one that's right for you.

# The road **less** traveled

## Choosing a role model when the road gets rough

**Have you ever wanted to do something** but felt the odds were stacked against you? Well, join the club: everyone gets discouraged sometimes because of the roadblocks they face. Don't give up! Seek guidance from those who have your best interest in mind. In short, find a role model.

Need help choosing one? May we introduce Dr. Isaiah M. Warner, a professor at LSU. Not only is Dr. Warner a nationally recognized professor of chemistry, he's also the Vice Chancellor for the Office of Strategic Initiatives, which promotes high achievement among students, faculty and staff through education, mentoring and research. While Dr. Warner's accomplishments may *look* easy, he's actually faced some pretty major obstacles in his life and career. We at *Louisiana Career Paths* had the pleasure of interviewing him on his achievements and struggles as a minority in an underrepresented field.

Warner was born and raised in Bunkie, Louisiana. As a child, he endured the harsh realities of segregation in the Deep South. However, with hard work and determination, Warner was able to graduate from high school as valedictorian of his class. He was offered a scholarship to Southern University in Baton Rouge, and graduated Cum Laude with a B.S. in chemistry.

After five years of working, Warner was ready for new challenges. He decided to get a Ph.D. at the University of Washington. After five years of going to school part-time and four years of full-time enrollment at the University, Warner received his Ph.D. in analytical chemistry in 1977—no small feat for someone with a job *and* a family! In fact, Dr. Warner says that completing his Ph.D. while working and raising a family

is one of the biggest challenges he has ever faced.

It was after receiving his Ph.D. that Dr. Warner realized teaching was his passion. He's been teaching college students for the past 25 years. For Dr. Warner, teaching chemistry isn't just about formulas and numbers; it's also about being a role model. He says that his biggest achievement is being able to motivate his students—particularly minority students—"to go beyond the ordinary." Dr. Warner recognizes that up until now, minorities have been

underrepresented in science and math fields. When he began teaching at LSU in 1992, no more than three African American students had been enrolled in the chemistry Ph.D. program at any one time. Since then, nearly 30 African Americans have graduated from the chemistry program. That makes LSU the nation's leading producer of African American chemistry Ph.D.s.

Dr. Warner's positive influence goes beyond college students: two high school students have taken the road less traveled because

of Warner. Baton Rouge High students Karen Rogers and Leisa Lawson worked for Dr. Warner in his lab at LSU this past summer. Warner advises high school students to take many background courses in their field of interest to build a solid foundation for future career plans. Karen and Leisa certainly feel that their experience will benefit them in the very near future.

Okay, sure, chemistry might not be your idea of a good time, but the point is to find *your* path. Don't be deterred by roadblocks—even major ones. Find your own role model, and don't be afraid of the road less traveled.

Dr. Warner says  
that his biggest  
achievement is  
to motivate  
students to  
**"go beyond  
the ordinary."**

# “want fries with that?”

## Did you know that one out of every three

17-year-olds has a job these days? If you're one of them, you might feel tired, stressed and overworked at times. Holding down a job—on top of going to school, doing homework and everything else—can be a lot to juggle.

The good news is that you don't have to take any job that comes along. In fact, choosing the right part-time job—and learning from it—can really help you reach your career destination. As a teenager, you'll probably be earning close to minimum wage. Doesn't it make sense to find a job that fits in with your plans? Not only will you be more motivated to work, but you'll take more from your experience. Here are some ideas to get you started:



### Interested in...

Working with animals?

Owning your own business someday?

Designing web pages or publications?

Going into medicine?

Working with people?

### then consider:

Working or volunteering at an animal shelter or animal hospital—or opening a pet-sitting service.

Taking advantage of your part-time job by watching how employers manage the business. Observe carefully, and ask questions.

Working or volunteering for a small or non-profit organization and asking if you can help design a Web page, flyers, or brochures.

Working as a receptionist in a doctor's office, or taking a job as a hospital aide working directly with patients.

Using your after school part-time job as practice for dealing with people—observe and learn how people behave.

**No matter what part-time job you choose**, remember to put your best foot forward. You're not doing yourself or anybody else any good by showing up late or slacking off. Not only will you be more likely to get good references in the future, but you're also going to enjoy the time you spend at work if you go there with a good attitude!

# before you **sign** on the dotted line.....

**Let's face it,** most students need some financial help. And we're not talking about pizza money—we're talking about tuition! Before you sign your life away by receiving financial aid for school, figure out all of your options. What are your priorities? Do you really want to go to an out-of-state or Ivy League school or do you just want to stay close to home? Is money an issue or are your parents footing the bill? Do you already know that you are guaranteed an academic, sports, or music scholarship? It's a fact: when deciding on schools, money can be a major factor for students and their families. So before you get too hung up on any school, do yourself a favor and learn more about the types of financial aid that are out there.

## **Loans**

Loans are funds that are borrowed and are to be paid back with interest. You usually don't have to start paying back loans until after you finish school. You often have to demonstrate financial need in order to qualify. To be considered, all students must fill out the FAFSA (Free Application for Federal Student Aid) form. Web sites that might be helpful include: [www.ed.gov](http://www.ed.gov), [www.fafsa.ed.gov](http://www.fafsa.ed.gov) and [www.finaid.com](http://www.finaid.com).

## **Grants and Scholarships**

Grants and scholarships are awards that you don't have to pay back. The only difference between a grant and a scholarship is that grants don't usually require you to excel in academics. Grants are almost always need-based. There are scholarships and grants for minorities, disabled students and students in certain majors, just to name a few. The types of scholarships and grants available are endless. All you have to do is start surfing the Internet for scholarships and grant Web sites out there. Don't forget the Louisiana Department of Education Web site at [www.doe.state.la.us](http://www.doe.state.la.us).

## **TOPS**

By far, this is the best deal you can get for financial assistance. TOPS (Tuition Opportunity Program for Students) is a state tuition assistance program that exempts your college, community college, or technical school tuition as long as you choose a public school in the state of Louisiana and keep your GPA above a certain level. TOPS also grants higher awards to students with higher GPA and ACT scores. It's important to remember that the TOPS award is based on your high school performance. To learn if you qualify for TOPS, visit the Louisiana Office of Student Financial Assistance Web site at [www.osfa.state.la.us](http://www.osfa.state.la.us).

And don't forget, you and your family may be eligible for tax credits. The Hope Scholarship Tax Credit and the Lifetime Learning Tax Credit are just two examples of programs that you can take advantage of to get a little extra cash in your pocket.

**The bottom line: remember to explore all of your options.** Talk to a counselor or financial aid officer at your school and get the facts. Be smart before you sign on that dotted line.



# make the **most** of campus life!

**Okay, so you've decided to head to college.** So far, this is the biggest step you've taken down your career path. You're totally psyched about living away from home and setting your *own* curfew. But you might be surprised to find things different than what you had expected. If you go to a large school like LSU or Southern, you might discover that your best friend lives all the way across campus, instead of next door like you'd hoped. You might find that cafeteria meal plans don't always water your taste buds. Relax. Check out this advice for making the most of campus life.

## Hit campus!

During the first few weeks of school, get settled and become involved in orientation activities. Although they may seem kind of cheesy, try attending a couple of activities. The truth is, students who participate in orientation programs often do better academically and are more involved in campus activities. It's much easier to get adjusted to such a big change in your life by surrounding yourself with people who are experiencing the same feelings. Forging new friendships and joining student organizations can also help you adjust during this transition. Learn more about what it means to go Greek or what's involved in becoming a student volunteer.

## Hit the road!

Okay, you've managed to survive dorm life, cafeteria food and 8:00 classes. Now start thinking about what lies ahead. Remember there *is* life *after* college. Build relationships with your professors and your school's placement office staff. These are great resources for investigating potential career paths, and don't forget—recommendation letters! More importantly, holding a job during college, studying abroad, or finding a summer internship may also clear your path in making future career choices. The college-related experiences you have off campus are equally important to the experiences you have on campus.

## Hit the books!

Sure, you want to have a balanced life. Exercising, sleeping, eating, socializing and working are all important during college. But let's not forget why you're there in the first place. For better or worse, studying is a major part of college. Don't mess up your GPA right when you hit campus. Remember your reason for being in school—to prepare yourself for your future. The way you spend your time in college will affect the opportunities you have *after* you graduate.

**So you now know how important it is** to study hard, get involved in campus life, and make yourself marketable for life after college. But with all that there is to do during your stay on campus, try to make time for a little fun. These should be some of the best times of your life!

# LOUISIANA COLLEGES & UNIVERSITIES

## Independent Colleges & Universities

**Bienville University**  
800-473-1530  
www.bienville.edu

**Centenary College of Louisiana**  
PO Box 41188  
Shreveport, LA 71134-1188  
800-234-4448  
www.centenary.edu

**Columbus University**  
3623 Canal Street  
New Orleans, LA 70119  
888-222-3879 ext. 2  
http://columbusu.com

**Dillard University**  
2601 Gentilly Blvd.  
New Orleans, LA 70122  
504-283-8822  
www.dillard.edu

**Evangel Christian University of America**  
2152 Hwy. 139, Suite 2  
Monroe, LA 71203  
800-346-4014  
http://purple.colossus.net/ecua

**Gulf States Bible College**  
201 Sherron Ave.  
Baker, LA 70714  
225-775-5926  
www.gsbconline.com

**Lacrosse University**  
P.O. Box 1450  
Covington, LA 70434-1450  
985-871-1450  
www.lacrosseuniversity.com

**Louisiana Baptist University**  
2835 Hollywood Ave., Suite 370  
Shreveport, LA 71108  
318-635-5110  
www.lbu.edu

**Louisiana College**  
1140 College Drive  
Pineville, LA 71360-0588  
318-487-7011  
www.lacollege.edu

**Loyola University New Orleans**  
6363 St. Charles Avenue  
New Orleans, LA 70118  
800-4-LOYOLA  
www.loyno.edu

**Our Lady of Holy Cross College**  
4123 Woodland Drive  
New Orleans, LA 70131-7399  
504-394-7744  
www.olhcc.edu

**Our Lady of the Lake College**  
7434 Perkins Rd.  
Baton Rouge, LA 70808  
225-768-1700  
www.ololcollege.edu

**St. John's University**  
31916 University Circle  
Springfield, LA 70462  
225-294-2129  
www.sjuonline.com

**Southwest University**  
2200 Veterans Blvd.  
Kenner, LA 70065-4005  
800-433-5923  
www.southwest.edu

**Tulane University**  
6823 St. Charles Avenue  
New Orleans, LA 70118  
504-865-5000  
www.tulane.edu

**Xavier University of Louisiana**  
1 Drexel Drive  
New Orleans, LA 70125  
504-483-7388  
www.xula.edu

## State Universities

**Grambling State University**  
Grambling, LA 71245  
318-274-6183  
www.gram.edu

**LSU and A&M College**  
110 Thomas Boyd Hall  
Baton Rouge, LA 70803  
225-578-1175  
www.lsu.edu

**LSU-Health Sciences Center**  
433 Bolivar St.  
New Orleans, LA 70112-2223  
504-568-4808  
www.lsuhscc.edu

**LSU-Alexandria**  
8100 Hwy. 71 South  
Alexandria, LA 71302-9121  
318-445-3672  
www.lsu-a.edu

**LSU-Eunice**  
888-367-5783  
www.lsu-e.edu

**LSU-Shreveport**  
One University Place  
Shreveport, LA 71115  
800-229-5957  
www.lsu-s.edu

**LSU Health Sciences Center-Shreveport**  
1501 Kings Hwy.  
Shreveport, LA 71130  
318-675-5000  
www.sh.lsumc.edu

**Louisiana Tech University**  
P.O. Box 3178  
Ruston, LA 71272  
800-LATECH-1  
www.latech.edu

**McNeese State University**  
4205 Ryan St.  
Lake Charles, LA 70609  
800-622-3352  
http://mcneese.edu

**Nicholls State University**  
906 E. First Street  
Thibodaux, LA 70310  
877-NICHOLLS  
www.nich.edu

**Northwestern State University**  
College Avenue  
Natchitoches, LA 71497-0002  
800-426-3754 (in state)  
www.nsula.edu

**Southeastern Louisiana University**  
Hammond, LA 70402  
985-549-2000  
800-222-SELU  
www.selu.edu

**Southern University and A&M College**  
Baton Rouge, LA 70813  
225-771-4500  
www.subr.edu

**Southern University-New Orleans**  
6400 Press Drive  
New Orleans, LA 70126  
504-286-5000  
www.suno.edu

**Southern University-Shreveport**  
3050 Martin Luther King, Jr. Drive  
Shreveport, LA 71107  
800-458-1472  
www.susla.edu

**University of Louisiana-Lafayette**  
104 University Circle or P.O. Box 42651  
Lafayette, LA 70504  
337-482-6467  
www.louisiana.edu

**University of Louisiana-Monroe**  
700 University Avenue  
Monroe, LA 71209  
800-372-5127  
www.ulm.edu

This list of Louisiana's colleges and Universities was compiled using various sources. Efforts were made to include every public and private post-secondary school in Louisiana. Any omissions were inadvertent. If you are aware of a school that has been omitted, please notify us and we will update the list for the next edition of this publication.



## Louisiana Community & Technical Colleges

### **Baton Rouge Community College**

5310 Florida Blvd.  
Baton Rouge, LA 70806  
225-216-8700  
www.brcc.cc.la.us

### **Bossier Parish Community College**

2719 Airline Drive North  
Bossier City, LA 71111  
318-746-9851  
www.bpcc.cc.la.us

### **Delgado Community College**

615 City Park Ave.  
New Orleans, LA 70119  
504-483-4114  
www.dcc.edu

### **Elaine P. Nunez Community College**

3710 Paris  
Chalmette, LA 70043  
504-680-2240  
www.nunez.cc.la.us

### **River Parishes Community College**

7384 John Leblanc Blvd.  
Sorrento, LA 70778  
225-675-8270  
www.rpcc.cc.la.us

### **South Louisiana Community College**

908 Ember Drive  
New Iberia, LA 70560  
337-373-0185  
www.slcc.cc.la.us

## Public Technical & Vocational Colleges

### **Acadian Campus**

1933 West Hutchinson Avenue  
Crowley, LA 70526-3215  
800-265-6229  
www.acadiancampus.com

### **Alexandria Campus**

4311 South MacArthur Drive  
Alexandria, LA 71307-5698  
318-487-5439  
www.alexandriacampus.com

### **Ascension Campus**

9697 Airline Highway  
Sorrento, LA 70778-3007  
225-675-5398

### **Avoyelles Campus**

508 Choupique Street  
Cottonport, LA 71327  
318-876-2401 or 2701  
www.avoyellescampus.com

### **Bastrop Campus**

P.O. Box 1120  
Kammell Street  
Bastrop, LA 71221-1120  
318-283-0836  
www.delta.tec.la.us/bastrop

### **Baton Rouge Campus**

3250 North Acadian Thruway East  
Baton Rouge, LA 70805  
225-359-9201  
www.batonrougecampus.com

### **Charles B. Coreil Campus**

1124 Vocational Drive  
Ward 1, Industrial Park  
Ville Platte, LA 70586-0296  
318-363-2197

### **Delta-Ouachita Campus**

609 Vocational Parkway  
West Ouachita Industrial Park  
West Monroe, LA 71292-9064  
318-397-6100  
www.delta.tec.la.us

### **Evangeline Campus**

600 South Martin Luther King, Jr. Drive  
St. Martinville, LA 70582  
337-394-6466

### **Florida Parishes Campus**

100 College Street  
Greensburg, LA 70441  
225-222-4251 or 4351  
www.floridaparishescampus.com

### **Folkes Campus**

3337 Highway 10  
Jackson, LA 70748  
225-634-2636 or 7829

### **Gulf Area Campus**

1115 Clover Street  
Abbeville, LA 70510  
800-370-8499  
http://gulf.tec.la.us

### **Hammond Area Campus**

111 Pride Drive  
Hammond, LA 70401-0489  
985-543-4123

### **Huey P. Long Campus**

303 South Jones Street  
Winnfield, LA 71483  
318-628-4342 or 3815  
www.hueyplongcampus.com

### **Jefferson Campus**

5200 Blair Drive  
Metairie, LA 70001  
504-736-7072  
www.jeffersoncampus.com

### **Jumonville Campus**

605 Hospital Road  
New Roads, LA 70760  
225-638-8613 or 8614

### **Lafayette Campus**

1101 Bertrand Drive  
Lafayette, LA 70502-4909  
337-262-1251  
www.lafayette.tec.la.us

### **Lafourche Campus**

1425 Tiger Drive  
Thibodaux, LA 70302-1831  
985-447-0926

### **Lamar Salter Campus**

15014 Lake Charles Highway  
Leesville, LA 71446  
337-537-3135  
www.lamarsaltercampus.com

### **L.E. Fletcher Campus**

310 St. Charles Street  
Houma, LA 70361-5033  
985-857-3659  
www.lefletcher.com

### **Mansfield Campus**

943 Oxford Road  
Mansfield, LA 71052  
318-872-2243  
www.lctcs.state.la.us/mansfield

### **Morgan Smith Campus**

1230 North Main Street  
Jennings, LA 70546-1327  
337-824-4811

### **Natchitoches Campus**

6587 Highway 1 Bypass  
Natchitoches, LA 71457  
318-357-3162  
www.ltcnatchitoches.net

### **North Central Campus**

605 West Boundary  
Farmerville, LA 71241  
318-368-3179

### **Northeast Louisiana Campus**

1710 Warren Street  
Winnsboro, LA 71295  
888-320-6133  
www.lctcs.state.la.us/northeast

### **Northwest Campus**

814 Constable Street  
Minden, LA 71058-0835  
800-529-1387

### **Oakdale Campus**

607 Highway 1152  
Oakdale, LA 71463  
318-335-3944  
www.geocities.com/CollegePark/Park/  
Plaza/1108

### **River Parishes Campus**

181 Regala Park Road  
Reserve, LA 70084  
800-590-9773  
www.riverpar.tec.la.us/

### **Ruston Campus**

1010 James Street  
Ruston, LA 71273 -1070  
318-251-4145

## Public Technical & Vocational Colleges (cont.)

### **Sabine Valley Campus**

1255 Fisher Road  
Many, LA 71449  
318-256-4101  
[www.sabine.tec.la.us](http://www.sabine.tec.la.us)

### **Shelby M. Jackson Campus**

2100 E.E. Wallace Boulevard  
Ferryday, LA 71334  
318-757-7638  
[www.shelbyjacksoncampus.com](http://www.shelbyjacksoncampus.com)

### **Shreveport-Bossier Campus**

2010 North Market Street  
Shreveport, LA 71137-8527  
318-676-7811  
[www.ltcbsb.org](http://www.ltcbsb.org)

### **Sidney N. Collier Campus**

3727 Louisa Street  
New Orleans, LA 70126  
504-942-8333  
[www.sidneyncolliercampus.com](http://www.sidneyncolliercampus.com)

### **Slidell Campus**

1000 Canulette Road  
Slidell, LA 70459-0827  
985-646-6431  
[www.slidellcampus.com](http://www.slidellcampus.com)

### **Sowela Campus**

3820 Sen. J. Bennett Johnston Ave.  
Lake Charles, LA 70616-6950  
337-491-2698  
[www.sowela.tec.la.us](http://www.sowela.tec.la.us)

### **Sullivan Campus**

1710 Sullivan Drive  
Bogalusa, LA 70427  
985-732-6640  
[www.sullivancampus.com](http://www.sullivancampus.com)

### **Tallulah Campus**

Old Highway 65 South  
Tallulah, LA 71284-1740  
1-800-215-3905  
[www.ltcstallulah.com](http://www.ltcstallulah.com)

### **Teche Area Campus**

609 Ember Drive  
Acadiana Regional Airport  
New Iberia, LA 70562-1057  
337-373-0011

### **T.H. Harris Campus**

322 East South Street  
Opelousas, LA 70570-6114  
337-948-0239  
[www.thharris.org](http://www.thharris.org)

### **West Jefferson Campus**

475 Manhattan Boulevard  
Harvey, LA 70058  
504-361-6464  
[www.westjeffcampus.com](http://www.westjeffcampus.com)

### **Westside Campus**

59125 Bayou Road  
Plaquemine, LA 70765-0733  
225-687-6392 or 342-8228

### **Young Memorial Campus**

900 Youngs Road  
Morgan City, LA 70381  
985-380-2436  
[www.youngmemorial.net](http://www.youngmemorial.net)

### **Young Memorial Campus**

1401 Cynthia Street-Suite A  
Franklin, LA 70538  
337-828-1448  
[www.youngmemorial.net](http://www.youngmemorial.net)

## Non-Public Technical & Vocational Colleges

### **Acadiana Career College**

505 Loire Ave., Arden Place, Suite E  
Lafayette, LA 70507  
318-896-9776

### **Accent Travel Institute**

3535 S. Sherwood Forest  
Baton Rouge, LA 70816  
225-293-0679

### **Advantage Learning Center Inc.**

11224 Boardwalk, Suite E1-2  
Baton Rouge, LA 70816-8345  
225-273-0044

### **American School of Business**

702 Professional Drive North  
Shreveport, LA 71105  
318-798-3333

### **Applied Education Inc.**

5700 Florida Blvd., Suite 312  
Baton Rouge, LA 70806  
225-218-1050

### **Art Instruction School**

3309 Broadway NE  
Minneapolis, MN 55413  
612-339-6656

### **Ascension College**

320 E. Ascension St.  
Gonzales, LA 70737  
225-647-6609  
<http://yp.bellsouth.com/sites/ascensioncollege>

### **Ayers Institute Inc.**

3010 Knight St., Suite 300  
Shreveport, LA 71105  
318-868-3000  
<http://ayersinstitute.com>

### **BAR/BRI of Louisiana**

6329 Freret St.  
New Orleans, LA 70118  
504-865-5934

### **Baton Rouge College**

2834 S. Sherwood Forest Blvd.  
Baton Rouge, LA 70816  
225-292-5464

### **Baton Rouge School of Computers**

10425 Plaza Americana Drive  
Baton Rouge, LA 70816  
225-923-2525  
[www.concentric.net/~Brsc/](http://www.concentric.net/~Brsc/)

### **Becker Conviser Professional Review-Baton Rouge**

Louisiana State University campus  
3101 CEBA  
Baton Rouge, LA 70803  
800-275-6548  
[www.beckerpcpa.com](http://www.beckerpcpa.com)

### **Blue Cliff School of Therapeutic Massage-Kenner**

3501 Severn Ave., Suite 20  
Metairie, LA 70002  
337-456-7849  
<http://schools.naturalhealers.com/bluecliff>

### **Bryman College**

2322 Canal St.  
New Orleans, LA 70119  
504-822-4500  
[www.bryman-college.com/030/f-030.htm](http://www.bryman-college.com/030/f-030.htm)

### **Camelot College**

2618-A Wooddale Blvd.  
Baton Rouge, LA 70805  
225-928-3005  
[www.camelotcollege.com](http://www.camelotcollege.com)

### **Cameron College**

2740 Canal St.  
New Orleans, LA 70119  
504-821-5881  
<http://yp.bellsouth.com/sites/cameroncollege/>

### **Career Technical College**

1611 Louisville Ave.  
Monroe, LA 71201  
318-323-2889

### **Central Louisiana Medical Academy**

3717 Government St., Suite 1  
Alexandria, LA 71307  
318-445-4006

## Non-Public Technical & Vocational Colleges (cont.)

### **Central Louisiana School of Therapeutic Massage**

2901 Highway 28 East, Suite D  
Pineville, LA 71630  
318-445-5433  
www.naturalhealers.com

### **Cleveland Institute of Electronics Inc.**

1776 East 17th St.  
Cleveland, OH 44114-3679  
216-781-9400  
www.cie-wc.edu

### **Clinton Technical Institute/Motor- cycle and Marine Mechanics**

9751 Delegates Drive  
Orlando, FL 32837  
407-240-2422

### **Coastal College-Alexandria**

7516 Coliseum Blvd.  
Alexandria, LA 71303  
318-443-3782

### **Commercial Trucking Academy**

3811 McCoy Building A  
Bossier City, LA 71111  
318-741-5522

### **Court Reporting Institute of Louisiana Inc.**

47275 N. Morrison Blvd.  
Hammond, LA 70401  
985-429-1917  
www.courtreportingonline.org

### **Creative Floral Design School of New Orleans**

714 Lafayette St.  
Gretna, LA 70053  
985-336-7676

### **Crosby Court Reporting Center**

1728 Riviere Ave.  
Metairie, LA 70003  
985-888-1322

### **Culinary Arts Institute of La.**

2857 Perkins Road  
Baton Rouge, LA 70808  
225-343-6233

### **Culinary Institute of New Orleans**

2100 St. Charles Ave.  
New Orleans, LA 70140  
504-525-2433

### **Delta College**

2401 N. Highway 190  
Covington, LA 70433  
985-892-6651  
www.deltacollege.com

### **Delta School of Business and Technology**

517 Broad St.  
Lake Charles, LA 70601  
318-439-5765  
www.deltatech-lc.com

### **Delta Training Academy**

610 Texas St., Suite 216  
Shreveport, LA 71101  
318-459-1600

### **Dental Dynamic Inc.**

1210 Stubbs Ave.  
Monroe, LA 71201  
318-381-1714

### **Diesel Driving Academy**

8136 Airline Hwy.  
Baton Rouge, LA 70815  
225-929-9900  
www.dieseldrivingacademy.com

### **Domestic Home Care Institute**

4826 Jamestown Ave.  
Baton Rouge, LA 70808  
225-925-5312

### **Dryades YMCA School of Commerce**

1452 N. Broad St., Suite A  
New Orleans, LA 70119  
504-586-3049

### **Eastern College of Health Vocations**

3321 Hessmer Ave., Suite 200  
Metairie, LA 70002  
985-885-3353

### **Education America-Southeast College of Technology**

321 Veterans Memorial Blvd.  
Metairie, LA 70005  
985-831-8889  
www.educationamerica.com/eai\_00/  
pages/schools/neworlea/  
neworl1.html

### **Education America-Remington College/Baton Rouge Campus**

1900 N. Lobdell  
Baton Rouge, LA 70806  
225-922-3990  
www.educationamerica.com/eai\_00/  
pages/schools/baton/baton1.html

### **Education America-Remington College/Lafayette Campus**

303 Rue Louis XIV  
Lafayette, LA 70508  
337-981-4010  
www.educationamerica.com/eai\_00/  
pages/schools/lafayet/lafayet1.html

### **EMG Nursing Assistant Training Academy**

512 E. 6th St.  
Bogalusa, LA 70424  
985-735-9865

### **Franklin College for Court Reporting**

1200 S. Clearview Parkway  
New Orleans, LA 70123  
504-734-1000

### **Franklin College Truck Driving School**

1435 Lindberg Drive  
Slidell, LA 70458  
504-646-6627

### **Gretna Career College**

1415 Whitney Ave.  
Gretna, LA 70053  
985-366-5409

### **H&R Block Inc.**

1650 W. NW Hwy. 202  
Grapevine, TX 76051  
817-410-8349

### **Herzing College**

201 Evans Rd., Suite 400  
New Orleans, LA 70123  
504-733-0074  
www.herzing.edu

### **Houston Marine Training Services**

5728 Jefferson Highway  
New Orleans, LA 70123-5113  
504-733-8400

### **In Touch Bodyworks Institute Inc.**

11224 Boardwalk Drive, Suite C-1  
Baton Rouge, LA 70816  
225-273-8643

### **ITI Technical College**

13944 Airline Highway  
Baton Rouge, LA 70817  
225-752-4233  
www.iti.com

### **John Casablancas Modeling and Career Center**

880 Commerce Road West, Suite 103  
Harahan, LA 70123  
504-831-8000

### **Kaplan Inc.-New Orleans**

200 Broadway, Uptown Square,  
Suite 309  
New Orleans, LA 70118  
318-222-3007

### **King's Career College**

141 Ocean Drive  
Baton Rouge, LA 70806  
225-387-5535

### **Lafayette General Medical Center School of Health**

443 Heymann Blvd.  
Lafayette, LA 70505  
318-289-8980  
www.lafayettegeneral.com

### **Lafourche Merchant Marine Training Services**

13869 W. Main St.  
LaRose, LA 70373  
985-798-7757

### **Lenora School of Phlebotomy**

60529 Ridgewood Drive  
Slidell, LA 70460  
985-641-5490

## Non-Public Technical & Vocational Colleges (cont.)

**Louisiana Community College Inc.**  
1500 Lafayette St.  
Gretna, LA 70053  
985-336-4613

**Louisiana Culinary and Hotellerie  
Institute Intl.**  
5454 Bluebonnet  
Baton Rouge, LA 70809  
225-291-9600

**Louisiana Institute of Massage Therapy**  
1605 West Common, Suite A  
Lake Charles, LA 70601  
318-439-8030

**Martin International Inc.**  
133 Woodland Drive  
LaPlace, LA 70068  
985-652-3087

**Medical Careers Academy Inc.**  
9255 Interline Ave.  
Baton Rouge, LA 70809  
225-929-7041

**Medical Training College**  
10525 Plaza Americana Drive  
Baton Rouge, LA 70816  
225-926-5820

**MedVance Institute**  
9255 Interline Highway  
Baton Rouge, LA 70806  
225-338-9085

**Mercy Education Institute**  
4948 Chef Menteur Highway  
New Orleans, LA 70126  
504-241-4751

**Metropolitan School of Mortgage  
Finance and Paralegal Careers**  
3825 Plaza Tower  
Baton Rouge, LA 70816  
225-292-0890

**National Commercial Center Inc.**  
6963 Sullivan Road  
Greenwell Springs, LA 70739  
225-261-1787

**National Driving Academy**  
R.R. 1, Box 339  
Greensburg, LA 70441  
504-222-6711

**New Horizons Computer Learning Ctr.**  
202 Rue Iberville, Suite 310  
Lafayette, LA 70508  
337-989-2369

**New Orleans Career Development  
Center Inc.**  
3439 Kabel Drive, Suite 7  
New Orleans, LA 70131  
225-392-1198

**North Shore Career College**  
18175 Old Covington Highway  
Hammond, LA 70403  
985-878-2774

**Nursing Assistant Network Assoc.**  
4508 Ferret  
New Orleans, LA 70115  
504-895-0908

**Pro-Tech**  
1461 N. Claiborne Ave.  
New Orleans, LA 70119  
504-947-0111

**Professional Institute of Court  
Reporting**  
2424 Williams Blvd.  
Kenner, LA 70062  
985-461-0464

**Res-Q-Me Aides Training Center**  
P.O. Box 317  
Paincourtville, LA 70391  
985-369-4819

**Rhema Training Center**  
1304 Bertrand Drive, Suite 5-D  
Lafayette, LA 70506  
800-215-0400

**Ruth Cook's School of Computer  
Operations Inc.**  
1310-A J.W. Davis Drive  
Hammond, LA 70403  
985-542-2889

**Sclafani's Cooking School Inc.**  
107 Gennaro Place  
Metairie, LA 70001  
985-833-7861

**South La. Institute of Massage**  
799 Stumpf Blvd., Building 2, Suite 1  
Gretna, LA 70056  
985-368-4263

**Southeast Career Academy Inc.**  
16143 West Murray Road  
Ponchatoula, LA 70454  
985-386-9669

**Southern Medical Corp. School of  
Ultrasound**  
12232 Industriplex Blvd., Building 7,  
Suite 27  
Baton Rouge, LA 70809  
225-756-5239

**Southern Security School**  
217 S. Galvez St.  
New Orleans, LA 70119  
504-821-5334

**Southland School of Taxidermy**  
2603 Osceola St.  
Baton Rouge, LA 70805  
www.taxidermyschool.com  
225-356-2903

**Southwest Paralegal College**  
117 Caillouet Place  
Lafayette, LA 70501  
318-233-4959

**Thomas Training and Developmental  
Center Inc.**  
247 Dixie Road  
Bakertown, LA 70538  
318-828-2424

**Training Connection Inc.**  
6600 Morrison Road, Suite 23  
New Orleans, LA 70126  
504-242-3755

**TransportSafe Training Center**  
13801 Gentilly Road  
New Orleans, LA 70129  
800-807-0283

**Unitech Training Academy**  
3470 NE Evangeline Thruway  
Lafayette, LA 70507  
337-886-9540

**Universal Technical Institute**  
721 Lockhaven Drive  
Houston, TX 77073  
713-443-6262

**Urban League Technology Center**  
1661 Canal St., Suite 3100  
New Orleans, LA 70112  
504-968-1940

**Williams Career College**  
3438 Fifth Ave.  
Lake Charles, LA 70607  
337-562-1880

## Theological Seminaries

**New Orleans Baptist Theological  
Seminary**  
3939 Gentilly Blvd.  
New Orleans, LA 70126  
800-662-8701  
www.nobts.edu

**St. Joseph Seminary College**  
St. Benedict, LA 70457  
985-867-2238  
www.stjosephabbey.org/

**Notre Dame Seminary**  
2901 S. Carrollton Avenue  
New Orleans, LA 70118  
504-866-7426  
www.notredameseminary.edu

# More resources

to help you pave your path

## Educational Resources

**<http://osfantweb.osfa.state.la.us>**

The Louisiana Office of Student Financial Aid Web site has information on financial aid for Louisiana students, including links to the Louisiana TOPS (Tuition Opportunity Program for Students) scholarship page.

**[www.finaid.com](http://www.finaid.com)**

Need to know how much financial aid you might qualify for? Check out the Smart Student Guide to Financial Aid Web site.

**[www.regents.state.la.us/Students/students.htm](http://www.regents.state.la.us/Students/students.htm)**

This page, housed on the Louisiana Board of Regents Web site, has information just for high school students. It contains links to Louisiana colleges and universities, TOPS scholarship information, and more.

**[www.lctcs.state.la.us](http://www.lctcs.state.la.us)**

The Louisiana Community & Technical College System Web site contains links to Louisiana's community and technical schools, as well as general information on the school system.

## Louisiana Career Resources

**[www.LAWORKS.net](http://www.LAWORKS.net)**

Want more information on wages and employment growth in different occupations? Click on Labor Market Info./LOIS, then on LOIS/Scorecard.

**<http://LAVOS.LAWORKS.net>**

Louisiana's one-stop for career information—how to plan, find and land a career!

## U.S. Career Resources

**[www.CareerOneStop.org](http://www.CareerOneStop.org)**

Your one-stop shop for most any career information you need, such as skills assessment, job outlook information and educational information. You can even do an "employability checkup" to see how marketable you'll be in your chosen career!

**[www.BLS.gov/oco/home.htm](http://www.BLS.gov/oco/home.htm)**

A detailed look at over 500 jobs. Here you can find in-depth job descriptions, pay rates and job outlook, as well a list of "similar occupations" for each job.

**[www.BLS.gov/k12/html/edu\\_over.htm](http://www.BLS.gov/k12/html/edu_over.htm)**

A career site just for kids. Want to know what jobs are related to your favorite school subjects? Check out this site to find out.



# Where did you get those numbers?

The “Map” section of this book contains information on over 200 occupations in Louisiana. Below is a description of our information sources.

## Job descriptions, employment and hourly wages

Job descriptions, employment and hourly wage information all come from the Occupational Employment Statistics (OES) program. The OES is an annual survey conducted by the Research & Statistics Division of the Louisiana Department of Labor (LDOL). The survey goes to a random sample of Louisiana businesses. Each business reports on the number of employees they have, the type of work their employees do, and how much their employees earn. The survey response rate is no less than 75 percent each year. This year's figures cover information from 1998 to 2000.

The occupations in the OES survey are classified by the Standard Occupational Classification (SOC) codes. Each SOC code has a **title and a job description**. The descriptions, which are listed in this book, provide a brief summary of the duties involved in each occupation. In some cases, we altered the titles and descriptions slightly to make them clearer to high school readers.

**Employment estimates** do not include self-employed workers, owners/partners in unincorporated firms, or household or unpaid family workers. All these people fall outside the scope of the OES survey.

**The low-end, median and high-end wages** given in this book are the 10<sup>th</sup>, 50<sup>th</sup> and 90<sup>th</sup> percentiles, respectively. The 10<sup>th</sup> percentile means that 10 percent of people in that occupation earn less, and 90 percent earn more than that wage. The 50<sup>th</sup> percentile (the median) means that half of all people in the occupation earn less and half earn more than that wage. Finally, the 90<sup>th</sup> percentile means that 90 percent of people in the occupation earn less and 10 percent earn more than that wage.

For more information on the OES program, or for a complete list of the occupations in Louisiana, see the *Louisiana Occupational Employment Wage Survey*, another publication by LDOL.

## Education and training

The education and training information in this book comes from the *Occupational Outlook Handbook* (OOH), produced by the U.S. Bureau of Labor Statistics. The OOH contains educational information at the national level. It is important to keep in mind that Louisiana's educational requirements might be somewhat higher or lower in certain occupations.

## Job growth

The job growth information comes from two sources. The primary source was LDOL's Long-Term Employment Projections (1998-2008). Occupations with projected growth rates of 1.5 standard deviations *below the average growth rate of all occupations* were categorized as having “below average” growth. Occupations with projected growth rates of 1.5 standard deviations *above the average growth rate of all occupations* were categorized as having “above average” growth. Occupations with projected growth rates between -1.5 and +1.5 standard deviations from the average growth rate of all occupations were categorized as having “average” growth.

Because Long-Term Projections occupations are classified with a different coding scheme, there were cases when Long-Term Projections data were not available for SOC occupations. In those cases, we used the Occupational Outlook Handbook to determine growth in a particular occupation. The OOH information is at the national level; Louisiana's job growth may differ in certain occupations.

# Need more help?

Stop by your neighborhood Job Center! Louisiana's Job Centers offer free services for career explorers and job seekers. The folks at Job Centers can help you figure out what you want to do *and* help you find a place to do it! You can assess your skills, find out about the hottest jobs in your area, and research local labor market trends. Job Centers can also help you write your resumé and perfect those interviewing skills. You can attend career fairs there, too—a great way to network! Job Centers can also refer you to other community programs, like vocational training, veterans' assistance, and more. To learn more about Job Center services, visit the LAWWORKS web site at [www.LAWWORKS.net](http://www.LAWWORKS.net), click on "Local Services Locator," and enter your zip code.

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## ALEXANDRIA REGION

RAPIDES JOB CENTER	5610 B Coliseum Boulevard - Alexandria	(318) 487-5532
FERRIDAY JOB CENTER	105 East Wallace Boulevard - Ferriday	(318) 757-4931
LAKE CHARLES JOB CENTER	1028 Enterprise Boulevard - Lake Charles	(337) 491-2411
LEESVILLE JOB CENTER	501 South Fourth Street - Leesville	(337) 238-6436
MANSURA SUB-OFFICE	2104 Cleco Street - Mansura	(318) 964-2301
BEAUREGARD ONE-STOP	1808 Hwy 190 West Suite G - DeRidder	(337) 462-2482
ALLEN JOB CENTER	117 Hwy 1152 (Pelican Hwy) - Oakdale	(318) 335-4335

## BATON ROUGE REGION

BATON ROUGE JOB CENTER	1991 Wooddale Boulevard - Baton Rouge	(225) 925-4311
BATON ROUGE SUB-OFFICE	4523 Plank Road - Baton Rouge	(225) 358-4516
BOGALUSA JOB CENTER	438 Avenue B - Bogalusa	(985) 732-6630
GONZALES JOB CENTER	1721-D South Burnside Avenue - Gonzales	(225) 644-0335
HAMMOND JOB CENTER	1711 Nashville Avenue - Hammond	(985) 543-4960
WALKER JOB CENTER	9384 Florida Boulevard Suite B - Walker	(225) 667-1874

## LAFAYETTE REGION

CROWLEY JOB CENTER	124 East Third Street - Crowley	(337) 788-7550
LAFAYETTE JOB CENTER	706 East Vermilion - Lafayette	(337) 262-5511
NEW IBERIA JOB CENTER	124 East Main Street - New Iberia	(337) 373-0010
OPELOUSAS JOB CENTER	230 West Bellevue Street - Opelousas	(337) 948-0246
HOUMA JOB CENTER	7528 Main Street - Houma	(985) 857-3640
MORGAN CITY JOB CENTER	7710 Highway 182 East - Morgan City	(985) 380-2448
ABBEVILLE SUB-OFFICE	306-A North Hospital Road - Abbeville	(337) 893-6775
ACADIANA WORKS	600 Main Street - Franklin	(337) 394-2205
ST. MARTINVILLE JOB CENTER	1109 South Main Street - St. Martinville	(337) 394-2205
THIBODAUX SUB-OFFICE	627 Jackson Street - Thibodaux	(985) 447-0931

## MONROE REGION

BASTROP ONE-STOP	250 Holt Street - Bastrop	(318) 283-0849
MONROE ONE-STOP	3158 Louisville Avenue - Monroe	(318) 362-5111
TALLULAH JOB CENTER	405 North Cedar Street - Tallulah	(318) 574-0140
WINNSBORO JOB CENTER	209-B Fair Avenue - Winnsboro	(318) 435-2151

## NEW ORLEANS REGION

SLIDELL JOB CENTER	316 East Howze Beach Lane - Slidell	(985) 646-6410
ST. BERNARD JOB CENTER	3700 LaFountaine Street - Chalmette	(504) 278-7450
WEST ST. TAMMANY JOB CTR.	19376 North Third Street - Covington	(985) 893-6254
METAIRIE JOB CENTER	6701 Airline Drive - Metairie	(504) 736-7050
LA PLACE JOB CENTER	2701 New Highway 51 - LaPlace	(985) 652-3471
WEST JEFFERSON JOB CTR.	2150 Westbank Expy, Suite 401 - Harvey	(504) 361-6311
PLAQUEMINES SUB-OFFICE	133 Civic Drive, LO# 0311 - Port Sulfur	(504) 392-6690
NEW ORLEANS JOB CENTER	1530 Thalia Street - New Orleans	(504) 568-7280
NEW ORLEANS EAST JOB CTR.	5741 Crowder Road - New Orleans	(504) 243-7603

## SHREVEPORT REGION

BOSSIER CITY JOB CENTER	2335 Airline Drive - Bossier City	(318) 741-7360
MINDEN JOB CENTER	310 Homer Road - Minden	(318) 371-3024
NATCHITOCHEs JOB CENTER	303 Bienville Street - Natchitoches	(318) 357-3145
SHREVEPORT JOB CENTER	2900 Dowdell Street - Shreveport	(318) 676-7788
RUSTON SUB-OFFICE	307 North Homer Street, Suite 306 - Ruston	(318) 251-4175

**Louisiana's  
Job Centers  
are here for you!**



**LOUISIANA WORKS**  
DEPARTMENT OF LABOR

[www.LAWORKS.net](http://www.LAWORKS.net)